

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

NOTICE OF FINANCE COMMITTEE MEETING

Monday, January 8, 2024 City Hall 4:30PM

- Committee Review-Monthly Expenditures

NOTICE OF CITY COUNCIL MEETING

Monday, January 8, 2024 Washburn City Hall 5:30 PM

This meeting may have members participating via tele or web conferencing. Public participants can listen to the proceedings by utilizing a computer or smart phone and using the link:

<https://us02web.zoom.us/j/89357029021?pwd=RXpTVkxwblJKZCtPMS9udko0SzRVZz09> or by calling 1-888-788-0099 (Toll Free) and entering Webinar ID: **893 5702 9021** with passcode **010824** as opposed to being present for the meeting.

AGENDA

- Call to Order/Roll Call/Pledge of Allegiance
- Approval of Minutes – City Council – December 11, 2023
- Approval of Monthly Expenditures via Roll Call Vote
- Public Comment
- Mayoral Announcements, Proclamations, Appointments
 - Report from Beautification Committee
- Discussion & Action on Ordinance #24-001 Amendment #3 to the Zoning Map Changing Tax ID 32756 from R-2 to R-6 - Irene Blakely, Petitioner **TAB 1**
- Public Hearing, Discussion & Action on Resolution #24-002 Vacating the Unopened Triton Avenue between Grandview Boulevard and Sunrise Avenue – Darren and Tera Miller, Petitioners **TAB 2**
- Discussion & Action on Recommendation to Refer to Parks Committee Request to Update Plans Related to Linear Park in the Sunrise/Sunset Avenues to Triton/Highland Avenues Area
- Discussion on Conceptual Ordinance to Open City Streets to Snowmobiles like what is Proposed for ATVs/UTVs **TAB 3**
- Discussion & Action on Consideration of Future Planning for Bike Park **TAB 4**
- Discussion & Action on Recommendation to Discontinue Cable Television Service in Campgrounds **TAB 5**
- Discussion & Action on Ambulance Department Switching to an Emergency Medical Responder Service **TAB 6**
- Discussion & Action on Resolution #24-003 For Preliminary Special Assessments for Bayfield Street Water and Sewer **TAB 7**
- Discussion & Action on Resolution #24-004 Repealing Exemption of Downtown Area from Scenic Byway Program **TAB 8**
- Discussion & Action on Revisions to Social Media Policy **TAB 9**
- Discussion & Action on Resolution #23-001 Combining Wards into a Single Polling Place for 2024 Elections **TAB 10**
- Adjourn

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**CITY OF WASHBURN
BAYFIELD COUNTY, WISCONSIN**

Ordinance 2024-001

**AN ORDINANCE AMENDING ZONING MAP WITHIN TITLE 13
OF THE CITY OF WASHBURN MUNICIPAL CODE**

WHEREAS, the Common Council adopted general zoning regulations and has amended them from time to time; and

WHEREAS, a class II public notice was published in The Daily Press on November 17, 2023 and November 24, 2023 for the public hearing which was held on December 21, 2023; and

WHEREAS, the Plan Commission recommended approval of the proposed Zoning Map Amendment #3 at their meeting on December 21, 2023; and

WHEREAS, the Common Council for the City of Washburn, after carefully reviewing the recommendation of the Plan Commission and having given the matter due consideration having determined that all procedural requirements and notice requirements have been satisfied, and having based its determination on the effect of the adoption of Zoning Map Amendment #3 on the health, safety and welfare of the community and the preservation and enhancement of property values in the community, and having given due consideration to the municipal problems involved hereby determine that the ordinance amendment will serve the public health, safety and general welfare of the City of Washburn, will enhance property values in the City and will not be hazardous, harmful, noxious, offensive or a nuisance, and will not unduly limit or restrict the use of property in the City or for any other reason cause a substantial adverse effect on the property values and general desirability of the City.

NOW, THEREFORE, the Common Council of the City of Washburn, Bayfield County, Wisconsin, do ordain that Zoning Map Amendment #3 is hereby adopted.

§ 1. Copy of ordinance on file

A copy of the Zoning Map Amendment #3, upon adoption of this Adoption Ordinance, on file with the City Clerk shall be certified to by the City Clerk, and such certified copy shall remain on file in the office of said City Clerk to be made available to persons desiring to examine the same during all times while said Zoning Code is in effect. A copy of the Zoning Map Amendment #3 shall further be enumerated and designated as Zoning Map Amendment #3 of the municipal code.

§ 2. When effective

This ordinance shall take effect upon passage and publication.

Adopted this 8th day of January, 2024

CITY OF WASHBURN, WISCONSIN

Mary D. Motiff, Mayor

ATTEST:

Scott J. Kluver, City Administrator/Clerk

Passed:

Published:

DRAFT

December 21, 2023

CITY OF WASHBURN PLAN COMMISSION MEETING

5:30PM Washburn City Hall

COMMISSION MEMBERS: David Anderson, Felix Kalinowski, Leo Ketchum- Fish, Mary Motiff, Nicholas Suminski

ABSENT: Michael Malcheski, Matt Simoneau

MUNICIPAL PERSONNEL: Scott Kluver-City Administrator, Tammy DeMars-Treasurer

Meeting called to order at 5:30 pm by Motiff, attendance as recorded above.

Approval of Minutes – November 16, 2023 Minutes – Motion by Anderson to approve the minutes of November 16, 2023, second by Suminski. Motion carried 5-0.

Public Hearing, Discussion & Recommendation on Zoning Map Amendment Request to Change the Zoning of Tax ID 32756 From R-2 Single Family Residential to R-6 Mixed Residential – Irene Blakely, 803 Third Avenue East, Petitioner
Motion by Ketchum-Fist to open floor for public hearing, second by Anderson. Motion carried 5-0. No public comment. Motion by Ketchum-Fish to close the public hearing, second by Anderson. Motion carried 5-0. Discussion: this change is a very small portion, which would allow her entire property to be in the same zoning and allow her to better develop the property. Review of 7-5 (b) basis of decision; 1) Whether the amendment is consistent with the City’s Comprehensive plan, including future land use maps or similar maps. *Yes, it’s consistent with the Comprehensive Plan.* 2) whether the amendment is consistent with other planning documents adopted by the Common Council. *Not aware of any other planning documents.* 3) The extent to which the amendment will or will likely increase or decrease the number of nonconforming uses and structures. *Will not create any nonconforming structures and will allow future conforming development.* 4) Any other factor not specifically or generally listed but deemed appropriate by the Plan Commission or Common Council given this circumstance. *None.* Motion by Ketchum-Fish to recommend approval of Zoning Map Amendment to Change the Zoning of Tax ID to 32756 From R-2 Single Family Residential to R-6 Mixed Residential, seconded Suminski. Motion carried 5-0.

Discussion & Recommendation on Request to Vacate the Unopened Triton Avenue Between Grandview Blvd and Sunrise Ave.- Darren & Tera Miller 1404 Grandview Blvd, Petitioners – City Council has referred this to Plan Commission and asked the Commission to pay special attention of the Linear Park issue when reviewing this request. Kluver gives a brief history of what we know of the proposed Linear Park, in short, we are not sure when the idea of this purpose park came about but it was many years ago, possibly in the early 80’s. It is noted on the current and past comprehensive plans, but to the knowledge of the current staff for whatever reason there has never been any discussion or push to implement those plans. Kluver also pointed out that there would be two other possibilities the commission could consider that were discussed at City Council, if you decide to vacate you could require a recreational easement or move the trail. Darren Miller states he would like the road vacated so that he may put up a large garage and be able to meet setbacks. Neither he nor the neighbors he spoke with knew anything about Linear Park. People are currently using Highland Park Road for walking and biking; the road is already open and is ideal. Commission members discussed the fact that many of the streets in that area are vacated and this request is consistent with others. Anderson moves to recommend the vacation of Triton Avenue between Grandview Blvd and Sunrise Avenue adjacent to Lots 14 through 23 of Block 3 and Lots 1 through 10 of Block 6 of the DuPont Park Addition, second by Suminski. Discussion on utility easements and recommendations for Linear Park. Anderson amends motion to include that no utility easements need to be retained and the Linear Park should be re-routed to Highland Rd, Suminski 2nd amendment. Motion carried 5 to 0.

Suminski moves to recommend the Park Committee, look at recommendation to relocate Linear Park to Highland Road and have them update plan as they see fit, second by Ketchum-Fish. Motion carried 5 to 0.

Discussion & Action on Plan of Operation for A Dog Store and Site Plan Review for Work/Live Dwelling Unit, 30 E. Bayfield St. – David Sneed and Pamela Dahlheimer, Petitioner – Plan of Operation Review; The proposed project is to operate a general retail store, selling dog related items, as well as items for the dog owners such as clothing and gifts at 30 E. Bayfield Street. They would also like to have a Live/Work Dwelling Unit which is allowable use but does require site Plan Review. The Commission first reviewed the Plan of Operation using the guide lines outlined in 7-115 of the Zoning Code Basis of

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To: Plan Commission Members
From: Scott J. Kluver, Administrator
Re: Zoning Map Amendment - Blakely
Date: December 12, 2023

Enclosed you will find a zoning map amendment petition from Irene Blakely to change a very small portion of her property from R-2 to R-6. This change would allow her entire property to be the same zoning designation and allow her to better develop the property she has worked to prepare so far. The setbacks for R-6 would allow for a practical building compared to the buildable area that would be allowed under R-2 on a triangular piece of property.

For your reference, I have included the criteria for zoning map amendments. This amendment would be consistent with the Comprehensive Plan, there are no other planning documents that I can think of that would be inconsistent with this, there would be no changes to the number of non-conforming uses or structures, and it would allow practical development of the property.

Please let me know if you have any questions related to this.



Zoning Code Amendment
City of Washburn

Version: May 25, 2017

WASHBURN CITY HALL
119 Washington Avenue
Washburn, WI 54891

Overview: The Common Council adopted the City's zoning code, which consists of text and a zoning map. Both of these can be amended using this application form.

Governing regulations: The procedures and standards governing the review of this application are found in Article 7 of the City's zoning code.

General instructions: Complete this application and submit one copy to the City Clerk at the mailing address shown above. Before you formally submit your application, you may meet with the City Administrator who can answer any questions you may have.

Office Use Only
Date Received: 11/14/23
Received By: [Signature]
Fee Paid: \$200.00

1. Applicant and agent information include the names of the agent, if any, that helped prepare this application including the supplemental information. Examples include surveyors, engineers, landscape architects, architects, planners, and attorneys.

Applicant Agent
Name Irene H Blakely
Street address 803 Third Ave East
City, state, zip code Washburn, WI 54891
Daytime telephone 715.209.5299
E-mail address adahsdottir@gmail.com

2. Type of proposed amendment (check one or both)

- [X] Map amendment Complete Part A and C
[] Text amendment Complete Part B and C

Part A. Questions Related to Map Amendment

3. Subject property information

Physical address Block 40 Tax ID 32756
Tax key number(s) 291 1027 05 000

Note: The tax key number can be found on the tax bill for the property or it may be obtained from the City Clerk.

Is the subject property currently in violation of the City's Zoning Code as determined by the zoning administrator?

- [X] No
[] Yes

If yes, please explain.

[Empty box for explanation]

Comment: Pursuant to Section 6-10 of the City's zoning code, the City may not issue a permit or other approval that would benefit a parcel of land that is in violation of the zoning code, except to correct the violation or as may be required by state law.

Are there any unpaid taxes, assessments, or other required payment that are specifically related to the subject property?

- [X] No
[] Yes

If yes, please explain.

[Empty box for explanation]

Comment: Pursuant to Section 6-11 of the City's zoning code, the City may not issue a permit or other approval that would benefit a parcel of land where taxes, assessments, or other required payments are delinquent and due.

4. Zoning information

The subject property is located in the following zoning district(s). (check all that apply)

- R-1 Rural residential
- R-2 Suburban residential
- R-6 Mixed residential
- R-7 Waterfront residential
- C-1 Cottage commercial
- C-2 General commercial
- C-3 Downtown commercial
- MUW Mixed-use waterfront
- L-1 Lakefront
- M Marina
- I Industrial

Proposed zoning classification(s)

R-6

Comment: If the proposed amendment includes more than one parcel of land or if the parcel is to have more than one zoning classification, attach a map (8½ x 11) that shows the location of the proposed zoning classifications.

5. Proposed map amendment. Select the general reason(s) why you believe the zoning classification should be changed and provide additional details.

- The zoning designation should be brought into conformity with the City's comprehensive plan.

The proposed zoning would conform to the comprehensive plan.

- A mapping error was made on the official zoning map.

This is a small speck of a property that is adjacent to property in the R-6 zone that has the same owner.

- Other

The current zoning only allows a triangular building area of approximately 2,000 sq.ft. Changing the zoning allows for a buildable area of over 5,000 sq.ft.

6. Consistency with zoning requirements

Are there any buildings on the subject property?

- No
- Yes

If yes, please describe each and state whether it is consistent with the proposed zoning classification.

1.
2.
3.
4.

Are there any existing land uses on the subject property?

- No – Land is vacant / undeveloped
- Yes

If yes, please describe each, including conditional uses, and state whether it is consistent with the proposed zoning classification.

1.
2.
3.
4.
5.
6.

Does the size of the subject property comply with the minimum lot size of the proposed zoning district?

- No
- Yes *→ put not practical.*

If no, describe why you believe the map amendment should be made in spite of this.

--

Has the City approved a variance or special exception for the subject property?

- No
- Yes

If yes, provide the year of issuance and a short description of each one.

1.
2.
3.
4.

Part B. Questions Related to Text Amendment

7. **Proposed text amendment.** For each proposed text amendment, identify the section number (e.g., 7-444) to be revised and describe the proposed change and the reason(s) why you believe the change should be made.

Section number	Proposed change	Justification
1.	N/A	
2.		
3.		
4.		

Part C.

8. **Attachments.** List any attachments included with your application.

Maps included

9. **Other information.** You may provide any other information you feel is relevant to the review of your application.

Part B. Questions Related to Text Amendment

7. **Proposed text amendment.** For each proposed text amendment, identify the section number (e.g., 7-444) to be revised and describe the proposed change and the reason(s) why you believe the change should be made.

Section number	Proposed change	Justification
1.	N/A	
2.		
3.		
4.		

Part C.

8. **Attachments.** List any attachments included with your application.

Maps included

9. **Other information.** You may provide any other information you feel is relevant to the review of your application.

10. Applicant certification

- I certify that all of the information in this application, along with any attachments, are true and correct to the best of my knowledge and belief.
- I understand that submission of this application authorizes city officials, Plan Commission members, Common Council members, employees, and other designated agents to enter the subject property to conduct whatever site investigations are necessary to review this application. This does not authorize any such individual to enter any building on the subject property, unless such inspection is specifically related to the review of this application and the property owner gives his or her permission to do so.
- I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of such written materials or view it online.
- I understand that the zoning administrator will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.
- I certify that I am the person identified below OR I am submitting this application on behalf the entity identified below.
 - property owner

 - Plan Commission
 - Common Council

Applicant:

Date:

Irma H Blakely

11/14/2023

City of Washburn Zoning Map

Base Zoning Districts

Residential

- R-1 Rural Residential
- R-2 Single-Family Residential
- R-6 Mixed Residential
- R-7 Waterfront Residential

Commercial

- C-1 Cottage Commercial
- C-2 General Commercial
- C-3 Downtown Commercial
- MUW Mixed-use Waterfront

Industrial

- I-1 Light Industrial

Special Purpose

- L-1 Lakefront Corridor
- M Marina

Planned Development Districts

- PDD-01 Brevak

Overlay Zoning Districts

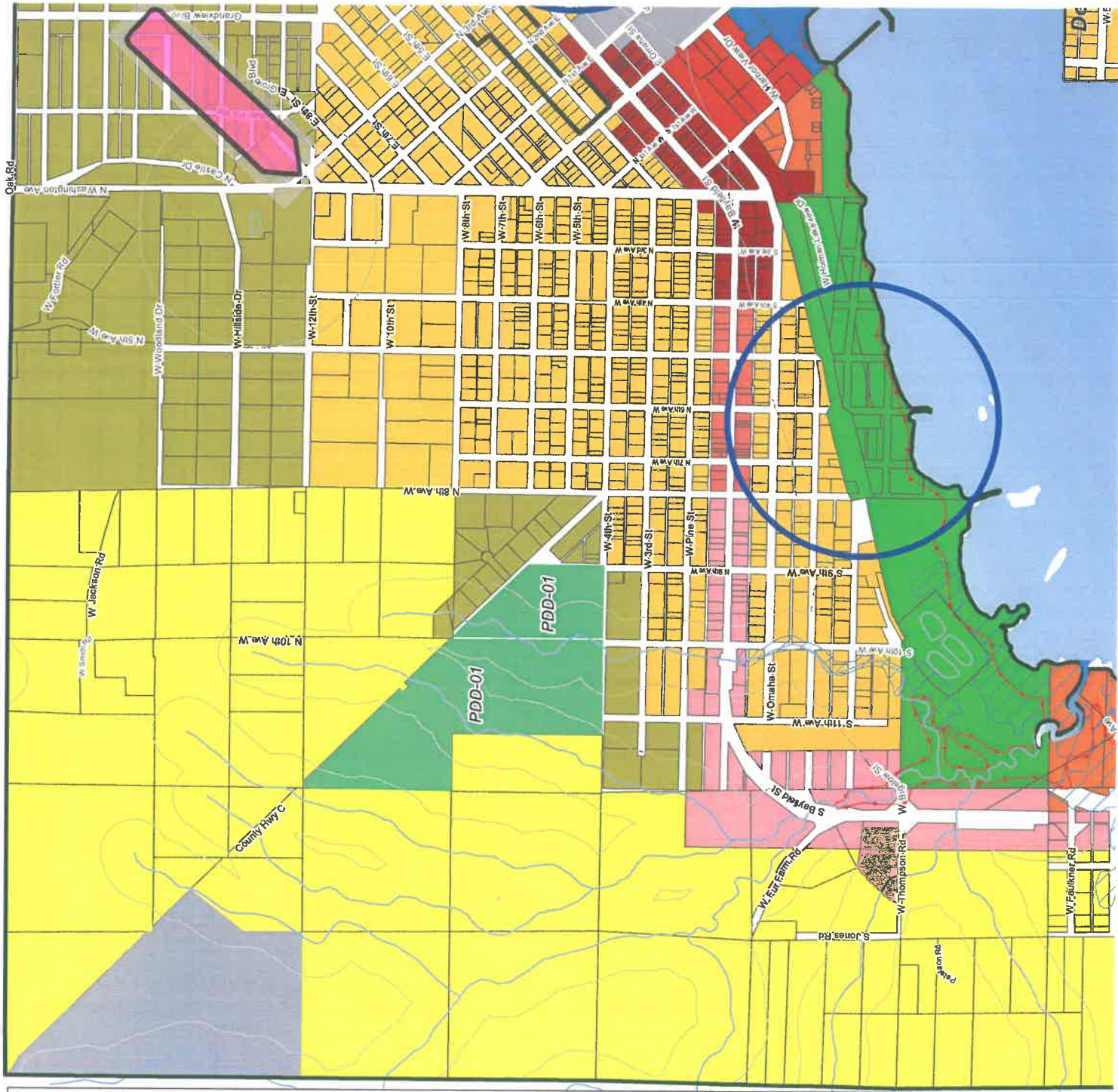
- Floodplain
- Shoreland-Wetland
- Shoreland
- Wellhead Protection

Map Features

- Navigable Stream
- Minor Arterial
- Major Collector
- Property Boundary Line

Other Zoning Districts

- Outdoor Lighting Zone 1
- East Third Street Residential



CITY OF WASHBURN

PO BOX 638

WASHBURN, WI 54891

Receipt Nbr: 35024

Date: 11/14/2023

Check

RECEIVED
FROM

IRENE BLAKELY

\$200.00

Type of Payment

Accounting

Description

ZONING PERMITS

ZONING CODE AMMENDMENT APPLICATION

Amount

200.00

TOTAL RECEIVED

200.00

2

CITY OF WASHBURN
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City of Washburn
Notice of Public Hearing on Petition to Vacate Street

A Public Hearing will be held at the City Council Meeting, Monday, January 8, 2024, 5:30 P.M., City Hall Building at 119 North Washington Avenue, for public comment on the following issue:

Consider a Petition by Darren & Tera Miller, 1404 Grandview Blvd., Washburn WI 54891, to vacate the unopened Triton Avenue between Grandview Blvd. and Sunrise Avenue.

Council action may be taken on this issue following the public hearing. A copy of the petition is available for public inspection at the Washburn City Hall, 119 Washington Ave, during normal business hours.

Scott J. Kluver
Zoning Administrator

Class 3 Notice – Daily Press Block Ad – November 21, 28, and December 5, 2023
City Hall
Library

DRAFT

December 21, 2023

CITY OF WASHBURN PLAN COMMISSION MEETING

5:30PM Washburn City Hall

COMMISSION MEMBERS: David Anderson, Felix Kalinowski, Leo Ketchum- Fish, Mary Motiff, Nicholas Suminski

ABSENT: Michael Malcheski, Matt Simoneau

MUNICIPAL PERSONNEL: Scott Kløver-City Administrator, Tammy DeMars-Treasurer

Meeting called to order at 5:30 pm by Motiff, attendance as recorded above.

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**City of Washburn
Common Council
Vacating Resolution**

VACATING RESOLUTION 24-002

WHEREAS, the Common Council of the City of Washburn had been petitioned by Darren and Tera Miller, Washburn, WI for the vacation of:

Return to: City of Washburn
P.O. Box 638
Washburn, WI 54891

Triton Avenue Adjacent to Lots 14 through 23 of Block 3 (04-291-2-49-04-32-1 00-166-04100) and Lots 1 through 10 in Block 6 (04-291-2-49-04-32-1 00-166-07000) of the Dupont Park Addition to the City of Washburn,

AND WHEREAS, pursuant to Section 6-2-14 of the Municipal Code of Ordinances, a Public Hearing has been held on said vacation petition; and

WHEREAS, the Common Council of the City of Washburn has determined it to be in the best interest to abandon, discontinue, and vacate, Triton Avenue Adjacent to Lots 14 through 23 of Block 3 and Lots 1 through 10 in Block 6 of the Dupont Park Addition to the City of Washburn; and

NOW, THEREFORE, BE IT RESOLVED, Triton Avenue Adjacent to Lots 14 through 23 of Block 3 and Lots 1 through 10 in Block 6 of the Dupont Park Addition to the City of Washburn be hereby vacated and discontinued; and,

BE IT FURTHER RESOLVED, that the City of Washburn does **not** retain rights for the operation, maintenance, repair, replacement or extension of municipal utilities, along with other utilities, within the vacated property including the right of ingress and egress for its employees, agents, and contractors.

Resolved this 8th day of January, 2024, by the Common Council of the City of Washburn,

Mary D. Motiff, Mayor

Attest: _____
Scott J. Kluver, City Clerk

Personally came before me this ____ day of _____, 2024, the above-named Mary D. Motiff and Scott J. Kluver, known to be the persons who executed for the foregoing instrument and acknowledge the same.

Notary Public, Bayfield County, Wisconsin
My Commission expires: _____

Drafted: Scott J. Kluver
Washburn City Administrator/Clerk

Document Number

INTENT TO VACATE STREET

Document Title

Application to vacate Triton Avenue Adjacent to Lots 14 through 23 of Block 3 in the DuPont Park Addition to the City of Washburn and Lots 1 through 10 of Block 6 in the DuPont Park Addition to the City of Washburn

**DOCUMENT NUMBER
2023R-601421**

**DANIEL J. HEFFNER
REGISTER OF DEEDS
BAYFIELD COUNTY, WI**

**RECORDED
12/01/2023 AT 12:24 PM
RECORDING FEE: \$30.00
PAGES: 10**

Recording Area

Name and Return Address

**Darren & Tera Miller
1404 Grandview Blvd.
Washburn, WI 54891**

Parcel Identification Number (PIN)

**04-291-2-49-04-32-1 00-166-04100
04-291-2-49-04-32-1 00-166-07000**

**Document Drafted by Scott J. Kluver
City of Washburn**

THIS PAGE IS PART OF THIS LEGAL DOCUMENT – DO NOT REMOVE.

This information must be completed by submitter: document title, name & return address, and PIN (if required). Other information such as the granting clause, legal description, etc., may be placed on this first page of the document or may be placed on additional pages of the document.

WRDA Rev. 12/22/2010

CITY OF WASHBURN
119 Washington Avenue
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Washburn, WI 54891



715-373-6160
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FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, ^{SK}Administrator
Re: Vacating Request of Triton Avenue Between Grandview Boulevard and Sunrise Avenue
Date: October 30, 2023

Enclosed you will find a request to vacate the unopened Triton Avenue between Grandview Boulevard and the unopened Sunrise Avenue adjacent to Block 3 and Block 6 of the DuPont Park Addition to the City of Washburn.

This location bisects property owned by Darren and Tera Miller and Don and Nancy Faith. The Millers are requesting this vacation in order to do improvements on their property.

This request would not land-lock any property. The Plan Commission and the Council should consider future plans, traffic flow, and potential impacts of development to the surrounding area when considering this request. Do know that Triton Avenue is part of a plan referred to as the DuPont Linear Park which was intended to provide a U-shaped recreational trail through the DuPont Park subdivision as indicated on the pre-2017 zoning map. The park is referenced in the Outdoor Recreation Plan which is part of the Comprehensive Plan. No activity has occurred recently on pursuing this except for some recent discussions related to the expansion of trails up to Superior Avenue and possibly into the proposed Cinaire housing development. If that would occur, it would be possible to then potentially link to the U-shaped DuPont Park portion. It should be noted that Triton Avenue, Mountain View, and Highland Avenues are the only remaining "through streets" on the northern part of the DuPont Park Subdivision (note the vacating map in the Council chamber.) It would be possible to reroute the proposed trail, should the Council and Plan Commission so choose, barring any topographical obstacles that may exist. The City maintains a utility easement through a portion of Highland Avenue for a water main.

At this time, more than 50 percent of the property owners along the length and ends of Triton Avenue have given their consent to the vacation. A copy of the recorded petition of the intent to vacate is outstanding; however, I will be working with the petitioner to get this done if the Council would like to proceed with the request. In addition, there will need to be further review of utility easements, but we are currently not aware of any utility easements. These items should be completed prior to the Plan Commission meeting on this matter.

**PETITION FOR VACATION OF ALLEY(S) OR STREET(S)
CITY OF WASHBURN, WISCONSIN**

To: Mayor, Common Council and City Plan Commission of the City of Washburn, WI 54891

I (We), the undersigned, do hereby petition the City of Washburn to vacate (give street name or general location of street/alley):

Darren Miller

IN SUPPORT THEREOF, the following facts are hereby presented:

1. **THERE IS ATTACHED a sketch or copy of the plat of the area which depicts the requested vacation. (Map showing the vacation must agree with legal description of property listed in #2 below).**

2. **The property abutting the proposed vacation is legally described as:**

Within the Dupont Park Addition -
~~XXXXXX~~ Triton AVE. Between Blocks 3 + 6
See Attached Pictures

3. **Abutting property owner(s) and mailing addresses (see #2 Procedures for Vacation):**

1. Don Faith III And Nancy Faith
32750 OAK RD. WASHBURN WI 54891
2. _____
3. _____
4. _____
5. _____

4. For all vacations other than unpaved alleys: Property owner(s) and mailing addresses for at least 1/3 of the 2650 feet from each end of the section of road to be vacated (see #2 Procedures for Vacation):

1. Don Faith III & Nancy Faith
32750 OAK Rd Washburn WI 54891

2. Jonathan Martin & Erika Lang
30 OAK Rd Washburn WI 54891

3. Peter & Lynda Warren
34 OAK Rd. Washburn WI 54891

4. Eric & Angela Korpela
5202 Seaview AVE Castro Valley CA 94546

See back for more

6. Donna Nemecek # 7 other side
709 West 3rd St Washburn WI 54891

5. The undersigned petitioner(s) hereby agree to accept said property described above and shown on the attached sketch or plat, subject to conditions set forth by the City Council and City zoning regulations and including, but not limited to, the right of the City of Washburn and/or utility companies to retain any easement, drainageway, or floodplain land for the purpose of maintaining, conducting or constructing any required existing or future services or facilities on said easement which would serve or protect the public.

6. That the facts presented herein and attached hereto are true and correct to the best of my (our) knowledge.

Submitted this 09 day of 25th, 2023.

CIRCULATOR OF THIS PETITION:

(Signature) Darren Miller

Please Print Below:

Darren Miller
Name of Petitioner

1404 GRANDVIEW Blvd. Washburn WI 54891
Address

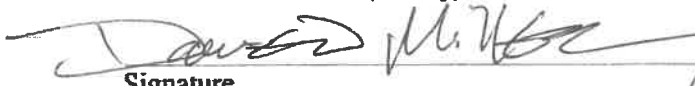
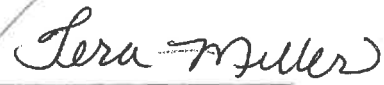
715-373-0272
Telephone

STATUS (Check Below):

X Property Owner _____ Option Holder _____ Owner's Authorized Agent
_____ Contract Purchaser

7 Scott Armstrong and Kathleen GANB
1526 Holton St. St. Paul MN 55108

CO-PETITIONER (If Any):

 / 
Signature

Please Print Below:

Darren Miller & Tera Miller
Name
1404 GRAND View Blvd. Washburn WI 54891
Address
715 373-0272 HM Cell# 715-329-0498
Telephone

.....
FEES:

\$250 minimum for an alley; \$400 minimum for a street - due on filing; non-refundable.

SUBMIT MINIMUM FEE WITH PETITION. (Details regarding fees and the balance due, if any, are found in "Procedures for Vacation" which is given to the applicant with the petition).

SUBMIT ALL ATTACHMENTS. FAILURE TO DO SO MAY RESULT IN THE PETITION BEING DELAYED OR RETURNED. COMPLETED PETITIONS SHOULD BE RETURNED TO THE CITY CLERK, CITY HALL, 119 WASHINGTON AVENUE, WASHBURN, WI 54891. TELEPHONE #715-373-6160 Ext. 4 WITH QUESTIONS.

MICHIGAN AVE.

124.00' 40' 100.00' 40'

10 11 12 13

1 2 3 4 5 6 7 8 9

BLOCK

100.00' 40'

15 16 17 18 19 20 21 22

3

DON C FAITH III
Tax ID# 36370

TRITON AVE.

124.00' 40' 100.00' 40'

10 11 12 13

1 2 3 4 5 6 7 8 9

BLOCK

100.00' 40'

15 16 17 18 19 20 21 22

6

DARREN FISHER C MILLER
Tax ID# 32675

48' 40' 40' 48'

14

48' 40' 40' 48'

14

1404 GRANDVIEW BLVD

ction 32

Grandview Blvd



N Washington Ave

HBURN

DAVID J OLSON
Tax ID # 32757

N Castle Dr

DUPONT

PARK

E Grove Blvd

Grandview Blvd

Oak Rd

Tax ID # 048

N Berkeley Dr

SCOTT
Tax ID

BAVEI
Tax ID

Please sign and date below and return to me in the envelope included.

I (we), the undersigned, approve of Darren and Tera Miller's request to have a section of the unopened Triton Avenue vacated that lies adjacent to their property and the property of Don and Nancy Faith between Grandview Boulevard and the unopened Sunrise Avenue Tax IDS 32675 and 36370.

Legal Descriptions of adjacent lots:

DUPONT PARK ADDITION TO CITY OF WASHBURN LOTS 1-23 BLOCK 6 IN V.973 P.50 TOG WITH VAC NORTH/SOUTH ALLEY AND VAC 40' ALLEY ABUTTING LOTSS 9 & 15 IN V.974 P.224 2204

And

DUPONT PARK ADDITION TO CITY OF WASHBURN LOTS 1 - 23 BLOCK 3

Printed Name: Don C. Faith III Date: 9/15/23
Signature: Don C. Faith III

Printed Name: Nancy B. Faith Date: 9/15/23
Signature: Nancy B. Faith

Thank you very much!

Darren and Tera Miller

Please sign and date below and return to me in the envelope included.

I (we), the undersigned, approve of Darren and Tera Miller's request to have a section of the unopened Triton Avenue vacated that lies adjacent to their property and the property of Don and Nancy Faith between Grandview Boulevard and the unopened Sunrise Avenue Tax IDS 32675 and 36370.

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And

DUPONT PARK ADDITION TO CITY OF WASHBURN LOTS 1 - 23 BLOCK 3

Printed Name: Peter K Warren Date: 9/20/2023

Signature: Peter K Warren

Printed Name: Lynda Warren Date: 9/20/2023

Signature: Lynda Warren

Thank you very much!

Darren and Tera Miller

Please sign and date below and return to me in the envelope included.

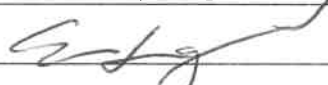
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And

DUPONT PARK ADDITION TO CITY OF WASHBURN LOTS 1 - 23 BLOCK 3

Printed Name: Erika A. Lang Date: 9/19/23
Signature: 

Printed Name: Jonathan Martin Date: 09/21/2023
Signature: 

Thank you very much!

Darren and Tera Miller

CITY OF WASHBURN

PO BOX 638

WASHBURN, WI 54891

Receipt Nbr: 34845

Date: 9/27/2023

Check

**RECEIVED
FROM**

TERRA MILLER

\$400.00

Type of Payment

Description

Amount

Accounting

VACATING FEES

400.00

VACATING APPLICATION D & T MILLER

TOTAL RECEIVED

400.00

Future Conceptual Improvements & Projects

The following is a list of conceptual outdoor recreational projects.

Inter-Community Trail

- Prepare recreational trail plan over abandoned railroad corridor between Washburn and Ashland for mixed use activities.
- Prepare recreational trail plan over abandoned railroad or existing highway corridors between Washburn and Bayfield for silent sports.
- Legal work to purchase lands and acquire easements as necessary.
- Surface trail with gravel or asphalt as warranted.
- Provide trail heads and parking as needed.
- Prepare maps and trail brochures.
- Undertake clearing and grade trail as necessary.
- Install bridges as necessary.
- Install signage as necessary.

Dupont Linear Park

- Prepare park development plan.
- Provide clearing and grading of silent sports trail.
- Install benches.
- Surface trail with gravel.
- Prepare and publish maps and brochures of park.
- Purchase additional lands and easements as necessary to provide access to park, extend park, and establish trailheads.
- Provide signage as necessary.
- Install gates at access points to limit motorized vehicles.

Washburn Green Circle Trail

- Prepare trail development plan.
- Provide clearing and grading of silent sports trail.
- Install benches.
- Purchase trail maintenance equipment including ATV, trailers, and accessories.
- Surface trail with gravel.
- Install gates as necessary to limit motorized vehicles.
- Purchase additional lands and easements as necessary to provide access to park, extend park, and establish trailheads.
- Provide signage as necessary.
- Prepare and publish maps and brochures of park.
- Purchase of snowmobile and cross-country skiing trail grooming equipment.
- Bridge ravines and streams as necessary.

The April 2017 Zoning

City of Washburn Zoning Districts



The Zoning Districts on this map were provided by the City of Washburn, Bayfield County makes no warranty with respect to accuracy or completeness of this map and assumes no liability for its use or misuse. This map was last updated on June 3, 2014.

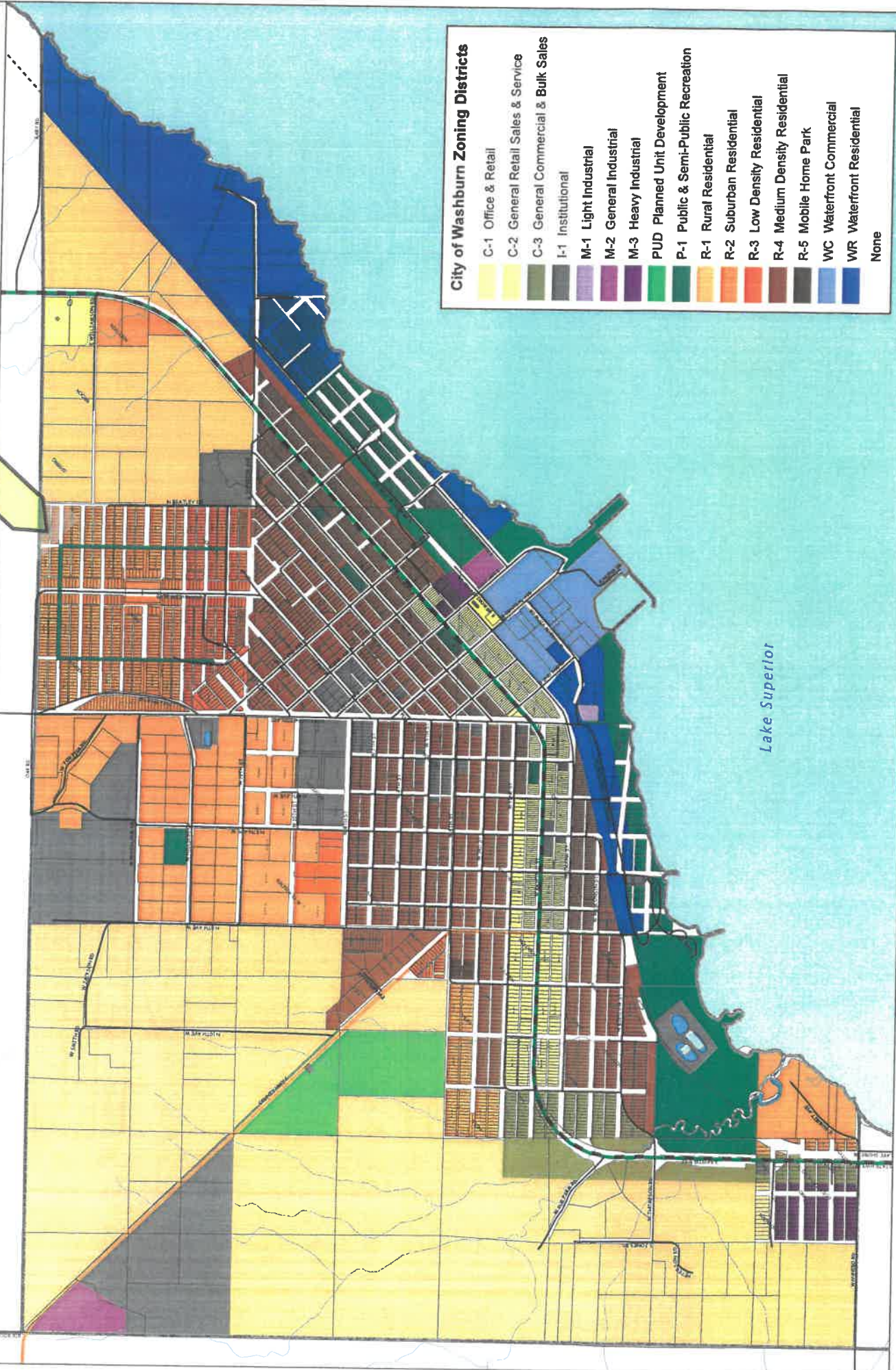


Features

- City of Washburn Boundary
- Approximate Parcel Boundary
- Lakes
- Rivers

Roads

- State
- County
- Town
- Private



City of Washburn Zoning Districts

- C-1 Office & Retail
- C-2 General Retail Sales & Service
- C-3 General Commercial & Bulk Sales
- I-1 Institutional
- M-1 Light Industrial
- M-2 General Industrial
- M-3 Heavy Industrial
- PUD Planned Unit Development
- P-1 Public & Semi-Public Recreation
- R-1 Rural Residential
- R-2 Suburban Residential
- R-3 Low Density Residential
- R-4 Medium Density Residential
- R-5 Mobile Home Park
- WC Waterfront Commercial
- WR Waterfront Residential
- None

Lake Superior

3

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator ^{SK}
Re: Snowmobiles on City Streets
Date: December 27, 2023

At the last meeting, the topic of opening City streets to snowmobiles, as is proposed for ATVs/UTVs came up and was briefly discussed. It was decided to hold off on the discussion until Chief Johnson could formulate his thoughts on the idea. In speaking with Chief Johnson today, he is fine with opening the streets to snowmobiles as well. While he does not have strong opinions on the topic, he believes that it will cause less confusion, and does not see major issues with it. It would likely only occur if there were a significant amount of snow or packed snow on the streets.

With that, the Council can discuss if they want to include having snowmobiles on the streets. Once you decide that, Attorney Lindsey will draft complete ordinances for your review at the next meeting. A copy of the current ordinances are included for your reference.

Chapter 3

Snowmobiles

- 10-3-1** State Snowmobile Laws Adopted
- 10-3-2** Applicability of Traffic Regulations to Snowmobiles
- 10-3-3** Speed; Hours of Operation; Equipment
- 10-3-4** Unattended Vehicles
- 10-3-5** Operation on Sidewalks Prohibited
- 10-3-6** Snowmobile and Other Off-Highway Vehicle Operation Restricted
- 10-3-8** Snowmobile and ATV Routes and Trails Designated
- 10-3-9** Placement of Snowmobile Business Signs
- 10-3-10** Penalty
- 10-3-11** Enforcement
- 10-3-12** Snowmobile Residential Access

Sec. 10-3-1 State Snowmobile Laws Adopted.

Except as otherwise specifically provided in this Chapter, the statutory provisions describing and defining regulations with respect to snowmobiles in the following enumerated sections of the Wisconsin Statutes are hereby adopted by reference and made part of this Chapter as if fully set forth herein. Acts required to be performed or prohibited by such statutes are required or prohibited by this Chapter. Any future amendments, revisions or modifications of the Statutes incorporated herein by reference are intended to be made part of this Code.

- 350.01 Definitions.
- 350.02 Operation of Snowmobiles on or in the Vicinity of Highways.
- 350.03 Right-of-Way.
- 350.04 Snowmobile Races, Derbies and Routes.
- 350.045 Public Utility Exemption.
- 350.047 Local Utility Exemption.
- 350.05 Operation by Youthful Operators Restricted.
- 350.055 Safety Certification Program Established.
- 350.06 Firearms and Bows.
- 350.07 Driving Animals.

- 350.08 Owner Permitting Operation.
- 350.09 Head Lamps, Tail Lamps and Brakes, Etc.
- 350.10 Miscellaneous Provisions for Snowmobile Operation.
- 350.12 Registration of Snowmobiles.
- 350.125 Completion of Application for Registration by Snowmobile Dealers.
- 350.13 Uniform Trail Signs and Standards.
- 350.15 Accidents and Accident Reports.
- 350.17 Enforcement.
- 350.18 Local Ordinances.
- 350.19 Liability of Landowners.
- 350.99 Parties to a Violation.

Sec. 10-3-2 Applicability of Traffic Regulations to Snowmobiles.

No person shall operate a snowmobile upon any street, highway or alley within the City of Washburn in violation of the traffic regulation provisions of Sections 346.04, 346.06, 346.11, 346.14(1), 346.18, 346.19, 346.20, 346.21, 346.26, 346.27, 346.33, 346.35, 346.37, 346.39, 346.40, 346.44, 346.46, 346.47, 346.48, 346.50(1)(b), 346.51, 346.52, 346.53, 346.54, 346.55, 346.87, 346.88, 346.89, 346.90, 346.91, 346.92(1) and 346.94(1), (6), (6m) and (9), Wis. Stats.

Sec. 10-3-3 Speed; Hours of Operation; Equipment.

- (a) **Speed; Distance.** No person shall operate a snowmobile within the City or on any trail designated in Section 10-3-6 of this Chapter at a speed in excess of ten (10) miles per hour.
- (b) **Hours of Operation Restricted.** Except on a designated trail, no person shall operate a snowmobile or other off-highway vehicle anywhere within the City between the hours of 2:00 a.m. and 6:00 a.m., except for returning home via the most direct route.
- (c) **Restriction on Equipment.** No snowmobile or other vehicle operating on the snowmobile route shall be allowed if it has an expansion chamber or any muffler other than the type and size provided by the manufacturer. Each snowmobile must display a lighted headlight and taillight at all times and said lights must conform to the requirements of Section 350.09 of the Wisconsin Statutes.
- (d) **Lights.** All snowmobiles shall be required to have running lights on at all times while operating within the limits of the City of Washburn.
- (e) **Unplowed Roads.** Snowmobiles shall be allowed to operate on any unplowed roadway not ordinarily traveled.
- (f) **Miscellaneous Regulations.**
 - (1) All snowmobiles and ATVs shall yield to all vehicular traffic and pedestrian movement.

- (2) Snowmobile and ATV operation on a roadway is authorized only for the extreme right side of the roadway except that left turns may be made from any part of the roadway which is safe given prevailing conditions.
- (3) No operator under the age of eighteen (18) may carry a passenger.
- (4) Helmets must be worn for operators under the age of eighteen (18).

Sec. 10-3-4 Unattended Vehicles.

No person shall leave or allow a snowmobile owned or operated by him/her to remain unattended on any public highway or public property while the motor is running or with the starting key left in the ignition.

Sec. 10-3-5 Operation on Sidewalks Prohibited.

No person shall operate a snowmobile upon any sidewalk, pedestrian way or upon the area between the sidewalk and the curb line of any street in the City, except as specifically authorized by Section 10-3-9 or for the purpose of crossing to obtain immediate access to an authorized area of operation.

Sec. 10-3-6 Snowmobile and Other Off-Highway Vehicle Operation Restricted.

- (a) **Permitting Operation by Improper Persons Prohibited.** No owner or person having charge or control of a snowmobile shall authorize or permit any person to operate such snowmobile who is not permitted under state law to operate such snowmobile or who is under the influence of an intoxicant or a dangerous narcotic drug.
- (b) **Operation While Under Influence Prohibited.** Section 346.63, Wis. Stats., shall apply to the operation of a snowmobile any place within the City.
- (c) **Operation in Parks.** No person shall drive a snowmobile in any park within the City except upon designated snowmobile trails as shall be designated by the Common Council.
- (d) **Written Consent of Owner Required.** The consent required under Sec. 350.10(6), (11), (12) and (13), Wis. Stats., and in Subsection (a) above shall be written consent dated and limited to the year in which the consent is given. If the property is owned or leased by more than one (1) person, the consent of each must be obtained.

Cross-Reference: Title 10, Chapter 4.

Sec. 10-3-7 Restrictions on Operators.

- (a) No person under the age of fourteen (14) years may operate a snowmobile. No person over the age of fourteen (14) years but under the age of sixteen (16) years may operate a snowmobile unless he/she holds a valid snowmobile safety certificate or is accompanied by a person over eighteen (18) years of age or by a person over fourteen (14) years of age having a snowmobile safety certificate issued by the Department of Natural Resources.
- (b) No person under the age of sixteen (16) years old shall operate a snowmobile within the City of Washburn unless accompanied by an adult or unless having successfully completed a State of Wisconsin snowmobile safety school course.

State Law Reference: Sec. 350.05, Wis. Stats.

Sec. 10-3-8 Snowmobile and ATV Routes and Trails Designated.

- (a) **Definitions.**
 - (1) **Snowmobile and ATV Routes.** Routes are on State or County highways or City streets.
 - (2) **Snowmobile and ATV Trails.** Trails are off highways or streets and are on public or private property.
- (b) **Routes and Trails for Both Snowmobiles and ATVs.**
 - (1) Fifth Avenue West from Wisconsin Street to Oak Road.
 - (2) Oak Road from Fifth Avenue West to Grandview Boulevard.
 - (3) Washington Avenue from Oak Road north to City limits.
 - (4) Grandview Boulevard from Oak Road to Sixth Street East.
 - (5) Shadow Drive from Grandview Boulevard to Bratley Drive.
 - (6) Bratley Drive from Shadow Drive to East Fourth Street.
 - (7) East Fourth Street from Bratley Drive to Central Avenue.
 - (8) West Fourth Street from Central Avenue to Ninth Avenue West.
 - (9) Sixth Avenue East from East Fourth Street to Memorial Park.
 - (10) Woodland Drive from Fifth Avenue West to Eighth Avenue West.
 - (11) Eighth Avenue West from Woodland Drive to Jackson Road.
 - (12) Jackson Road from Eighth Avenue West to end at Tenth Avenue West.
 - (13) Wisconsin Street from Sixth Avenue West to Fifth Avenue West.
 - (14) Sixth Avenue West from Wisconsin Street to Railroad Grade.
 - (15) First Avenue East from Railroad Grade to Coal Dock.
 - (16) Railroad Grade from Sixth Avenue East to Fourth Avenue East.
 - (17) Railroad Grade from First Avenue East to Bigelow Street.
 - (18) Sixth Avenue West from Railroad Grade to Thompson West End Park (park access).

- (19) Eighth Avenue West from Railroad Grade to Thompson West End Park (park access).
 - (20) Extending across public lands from the existing trail within the former C&NW Railroad grade in the vicinity of extended and unopened 1st Avenue East across Harborview Drive to lands owned by the Washburn Inn and Harbor View Event Center.
 - (21) Extending across public lands from the existing trail within the former C&NW Railroad grade to West Omaha Street midway between South Central Avenue and South 1st Avenue East to West Omaha Street.
 - (22) Alley lying south of West Bayfield Street between South Central Avenue and 1st Avenue West (all within Block 50, Original Plat of Washburn).
 - (23) Memorial Drive from Central Avenue to First Avenue East.
 - (24) First Avenue East from Memorial Drive to Pumphouse Road.
 - (25) Pumphouse Road from First Avenue East to Fourth Avenue East.
 - (26) Fourth Avenue East from Pumphouse Road to the Railroad grade.
 - (27) Ninth Avenue West from Fourth Street West to Pine Street.
 - (28) Pine Street from Ninth Avenue West to Eleventh Avenue West.
- (c) **Routes and Trails Shall be Marked.** Snowmobile clubs or other private persons shall be permitted to mark all routes approved by the City. The City shall not have the duty to install and mark snowmobile routes. All routes and trail markings must be removed by the clubs or persons who originally installed such markings at the beginning of each snowmobile season. The Common Council shall have the power to declare snowmobile routes and trails closed.
- (d) **Rules of the Road.** Snowmobiles operated on designated snowmobile routes over public highways and streets shall observe the rules of the road for motor vehicles as set forth in Chapter 346, Wis. Stats., as amended, which is hereby adopted by reference as if set forth in full herein.

Cross-Reference: Section 10-4-4.

Sec. 10-3-9 Placement of Snowmobile Business Signs.

- (a) **Title.** This Section shall be known as the City of Washburn Snowmobile Business Sign Ordinance.
- (b) **Permit.** No person shall erect or maintain any business advertising sign on any snowmobile trail in the City of Washburn without first obtaining a permit from the City of Washburn Zoning Administrator. All signs permitted pursuant to this Section may be placed only on the former railroad right-of-way now owned by the City of Washburn which is located between Thompson's Creek and Superior Avenue.
- (c) **Permitted Signs.** Permitted signs shall be only for the purpose of directing trail users to places of business along the trail system. Information contained on signs shall be limited

to names of businesses, international symbols pertaining to types of business, directional arrows and distances to business. Distances where indicated shall be reasonably accurate.

(d) **Sign Standards.**

(1) No business may have more than two (2) signs upon the trail system in the City and said signs shall not be more than five (5) feet in height from the railroad grade. Signs may be placed only at trail heads, intersections, and trail entrances to businesses. Signs shall be erected on four inch by four inch (4" x 4") wooded posts and located at least two (2) feet to the right of STOP or other official signs.

(2) Signs shall be of material authorized by the City of Washburn Zoning Administrator and have a white legend on a brown background. They shall be rectangular in shape and twelve by thirty inches (12" x 30") in size. Sign letters shall be capital block letters three (3) inches in height and directional arrows shall be of the same size.

(e) **Violations.**

(1) Any sign placed on said trail within the City of Washburn which is not in compliance with this Section shall be removed under the direction of the City Zoning Administrator.

(2) Any person violating this Section shall be subject to the following:

a. For a first violation, the violator shall be given a written warning and five (5) days thereafter to correct the violation.

b. For a first violation if not corrected within a time period stated in Subsection (e)(2)a, and for a second violation, a forfeiture of Fifty Dollars (\$50.00) plus statutory costs, assessments and fees.

c. For a third or subsequent violation, a forfeiture of One Hundred Dollars (\$100.00) plus statutory costs, assessments and fees.

(f) **Enforcement.** This Section may be enforced by the City of Washburn Chief of Police and his/her deputies and by the City of Washburn Zoning Administrator. All citations for violations of this Section may be issued by said persons.

(g) **Exemption.** Signs authorized herein shall not constitute an "off premises" sign as elsewhere defined in the City's sign ordinance.

Sec. 10-3-10 Penalty.

Any person who shall violate any provision of this chapter shall, upon conviction thereof, forfeit not less than Twenty Dollars (\$20.00) and not more than Five Hundred Dollars (\$500.00), together with the costs of prosecution, and, in default of payment thereof, may be imprisoned in the county jail for not exceeding ten (10) days, provided no person shall forfeit an amount in excess of the maximum fine or forfeiture allowed in the Wisconsin Statutes for the same offense and further provided that the penalty and forfeiture for parking violations on highways shall be the amount applicable to such violations by owners or operators of motor vehicles under Title 10, Chapter 1 of this Code of Ordinances.

Sec. 10-3-11 Enforcement.

- (a) **Uniform Citation for Highway Violations.** The uniform traffic citation promulgated under Sec. 345.11, Wis. Stats., shall be used for violations of this Chapter relating to highway use except as herein provided.
- (b) **Parking Violations.** The special traffic citation described and defined in Title 10, Chapter 1, of this Code of Ordinances shall be used for enforcement of violations of rules of the road relating to parking of vehicles adopted by reference in Section 10-3-1 of this Chapter.
- (c) **Other Violations.** All violations of this Chapter not described in Subsections (a) or (b) shall be enforced in accordance with Sections 66.12 and 66.114 of the Wisconsin Statutes. Stipulations of guilt or no contest may be made as provided in Sec. 66.12(1)(b), Wis. Stats., in substantially the form provided in the uniform traffic citation within five (5) days of the date of the citation for such violation. Bail deposits may also be made under Sec. 66.12, Wis. Stats.

Sec. 10-3-12 Snowmobile Residential Access.

- (a) **Intent.** The intent of this Section is to provide a means for persons residing in and/or staying at a lodging establishment with the limits of the City of Washburn to travel for the shortest distance that is necessary for a person to operate a snowmobile route or trail that is closest to that residence or lodging establishment.
- (b) **Statutory Authority.** This Section is adopted as authorized under Sec. 350.18(3)(a), Wis. Stats.
- (c) **Designated Roadways and/or Highways.** No person shall operate a snowmobile on a roadway or shoulder of a highway not designated as a snowmobile route other than the following:
 - (1) All roadways or shoulders in the City of Washburn.
- (d) **Conditions.**
 - (1) This Section designates the roadways and/or shoulders of specific highways for snowmobile travel by persons residing in or staying at a lodging establishment within the limits of the City of Washburn to travel for the shortest distance that is necessary to reach the snowmobile trail or route that is closest to that residence or lodging establishment subject to the following conditions:
 - a. Snowmobiles shall be operated on the extreme right side of the roadway and travel with the flow of traffic.
 - b. Snowmobiles are to be operated in single file.
 - c. Headlights should be on at all times.
 - d. Snowmobile operators shall yield the right-of-way to other vehicular traffic and pedestrians.

10-3-12

- (2) Snowmobiles violating any of the above conditions would be subject to the underlying violation of operating on the roadway.
- (e) **Speed.** A snowmobile operated on a portion of the roadway or shoulder of a highway pursuant to this Section shall observe roadway speed limits.
- (f) **Enforcement.** This Section shall be enforced by any law enforcement officer of the City of Washburn.
- (g) **Penalties.** Wisconsin state snowmobile penalties as found in Sec. 350.11(1)(a), Wis. Stats., are adopted by reference.

Title 10 ► Chapter 4

All-Terrain Vehicles and Utility Terrain Vehicles

10-4-1	State All-Terrain Vehicle Laws Adopted
10-4-2	ATV Use Regulations
10-4-3	UTV Use Regulations
10-4-4	Penalties

Sec. 10-4-1 State All-Terrain Vehicle Laws Adopted.

The provisions describing and defining regulations with respect to all-terrain vehicles (ATVs) and utility terrain vehicles (UTVs) in the following-enumerated Subsections of Sec. 23.33, Wis. Stats., and any future amendments or revisions, are hereby adopted by reference and made part of this Section as if fully set forth herein. Any acts required to be performed by the following Statutory Subsections or which are prohibited by such Statutory Subsections are required to be performed by this Section or are prohibited by this Section:

23.33(1)	Definitions
23.33(1m)	Utility Terrain Vehicle Program
23.33(2)	Registration
23.33(2j)	Non-Resident Trail Passes
23.33(2k)	Weekend Exemption
23.33(2m)	Rental of All-Terrain Vehicles and Utility Terrain Vehicles
23.33(3)	Rules of Operation
23.33(3c)	Firearms
23.33(3g)	Use of Headgear
23.33(4)	Operation On or Near highway
23.33(4c) through 23.33(4z)	Intoxicated Operation of an All-Terrain Vehicle or Utility Terrain Vehicle and Related Laws
23.33(5)	Age Restrictions
23.33(6)	Equipment Requirements
23.33(6m)	Noise Limits
23.33(7)	Accidents
23.33(8)(f)	Interference With Signs and Standards Prohibited

10-4-1

- 23.33(12)(b) Refusal to Stop for Law Enforcement Officer
- 23.33(13) Penalties [subsections (a) – (b)1 and (b)4, (bg), (e), and (f)]

Sec. 10-4-2 ATV Use Regulations.

- (a) **Intent.** The intent of this Section is to establish routes within the City of Washburn whereby all-terrain vehicles may reach the trails and the all-terrain vehicle areas located outside of the City of Washburn. It is not the intent of this Section that the streets or avenues established as routes be used for purposes other than leaving or entering the City.
- (b) **Routes Designated – Generally.**
 - (1) All all-terrain vehicle routes within the City of Washburn shall be marked by uniform marking signs which conform with regulations of the Wisconsin Department of Transportation and Wisconsin Department of Natural Resources.
 - (2) All-terrain vehicles shall be allowed to operate on any roadway not ordinarily traveled.
- (c) **Stops Required at Intersections.** All all-terrain vehicles must stop at each and every intersection in the City of Washburn.
- (d) **Hours of Operation.** All-terrain vehicles shall not operate within the City of Washburn between the hours of 2:00 a.m. and 6:00 a.m.
- (e) **Yield to Traffic and Pedestrians.** All all-terrain vehicles shall yield to all vehicular traffic and pedestrian movement, and operators shall comply with the provisions of Section 10-3-3.
- (f) **Specific Routes Designated.** All-terrain vehicle (ATV) routes and trails are designated in Section 10-3-8.
- (g) **Designation of Destination Point.** A destination point has been established in the City of Washburn to the Washburn Coal Dock and West End Park for the purpose of fishing.
- (h) **Trail Use by Bicycles.** The use of bicycles is permitted on designated all-terrain vehicle routes and trails.

Sec. 10-4-3 UTV Use Regulations.

- (a) **Operation on Designated Routes.** Utility terrain vehicles may be operated on any City-designated all-terrain vehicle or utility terrain vehicle routes.
- (b) **Stops Required at Intersections.** All utility terrain vehicles must stop at each and every intersection in the City of Washburn.
- (c) **Hours of Operation.** No utility terrain vehicle shall be operated in the City of Washburn between the hours of 2:00 a.m. and 6:00 a.m.
- (d) **Yield to Traffic and Pedestrians.** All utility terrain vehicles shall yield to all vehicular traffic and pedestrian movement.

Sec. 10-4-4 Penalties.

Violation of this Chapter shall be punished as provided in the statutory penalty sections adopted under Section 10-4-1.

4

Scott Kluver

From: Tony Janisch
Sent: Wednesday, December 20, 2023 12:55 PM
To: Dave Anderson; Jared Trimbo; Jennifer Maziaz; John Hopkins; Mary McGrath; Tom Neimes; Tracy Snyder; Jennifer Maziasz; Mary McGrath; Dave Anderson; Jared Trimbo; Jen Maziasz; John Hopkins; Mary McGrath; Tom Neimes; Tracey Snyder
Cc: Mary Motiff; Scott Kluver; Gerry Schuette; Jeff Bellile; Mark Guenther; Tammy DeMars; Darrell Pendergrass; Kenneth Johnson (k.johnson@washburnpd.com); Max Lindsey (mlindsey@ncis.net)
Subject: Council Update 12/20/23 - Parks Item

Hello All,

It was a good Parks meeting last night, with a lot of discussion. The first item on the agenda was a presentation from the International Mountain Biking Association (IMBA) of a conceptual Bike Park within the City.

Several months ago, an informal groups of citizens (WOW – Washburn of Wheels) approached us wanting to discuss/investigate the potential for a Bike Park. Through grant funding, we were able to contract with IMBA to begin initial conceptual planning; including amenities and possible locations. This included a public meeting to gather the desired amenities for the park.

In October, IMBA representatives toured four potential locations in the city limits that had an area large enough to support a bike park. Given the topography of the areas and desired proximity to the downtown and schools, two areas were suggested as potential locations. These being the open field at the Washington Ave. Walking Trailhead, along Holman Lakeview Dr., and the Omaha St. property.

Before moving forward, with identifying the best location or potential funding sources, the Parks Committee felt it necessary to ask Council of their support for this endeavor. The Parks Committee is not asking for preferred location, only If the Council supports the concept of a Bike Park in the City. This will be on the January agenda.

Below is a link to last night's presentation. It is too large to send as a file. If you would like a printed copy, or have any questions, please let me know.

[Bike Park Presentation](#)

Thanks,
Tony

(please change my contact information to the new email address)

Tony Janisch
Assistant City Administrator

City of Washburn
P.O. Box 638
119 Washington Avenue
Washburn, WI 54891-0638
phone: 715-373-6160 ext.1 - fax: 715-373-6148
email: asstadmin@cityofwashburnwi.gov

12/11/2023

City of Washburn Parks Committee
119 Washington Ave
Washburn, WI 54891

Subject: Personal Endorsement and Support for the Washburn Bike Park Project

Dear Parks Committee Members,

I hope this letter finds you well. I am writing to you as both the head coach of the NICA Chequamegon Bay Composite Dirt Serpents, the local middle/high school mountain bike team, and as a resident of the City of Washburn. With great enthusiasm, I give my personal endorsement and wholehearted support for the Washburn Bike Park Project.

As a coach deeply invested in the development of youth mountain biking, I am excited about the transformative impact the proposed Washburn Bike Park could have on our young athletes. The inclusion of a durable-surface pump track, skills development area, and a bike playground aligns perfectly with our team's mission of fostering a love for the sport across all ages and skill levels.

Locating the bike park within the city limits and in close proximity to our schools would significantly ease transportation challenges for our student-athletes, making practices more accessible and enhancing their overall experience.

On a personal note, I am a resident within the city limits, and as a mother of two children, I can attest to the significant positive impact this bike park will have on our community. The prospect of having a safe, centrally located outdoor space for my children and their friends to be active after school, on weekends, and during the summer is truly invaluable.

I urge the Parks Committee to embrace and support this initiative, recognizing its potential to not only enrich the lives of our young people, but also to position Washburn as a trailblazer in the Chequamegon Bay area in promoting youth sports and outdoor recreation.

Thank you for your consideration.

Sincerely,

Lisa Weispenning
Head Coach Chequamegon Bay Composite Dirt Serpents
22 E 5th St
Washburn, WI 54891
lisadlind@hotmail.com

Dear Washburn Parks and Recreation Committee Members,

My name is Matthew Goodness and I teach elementary physical education at the Washburn Elementary School. I wanted to reach out to you in support of the proposed bike park in the Washburn community. I'm a father of four young children and transplant to the area for 10 years now. One of the reasons my wife and I chose to plant ourselves in the Washburn area was for the abundance outdoor recreation opportunities.

When I was in my twenties my life was opened up to the silent sports world of single-track mountain biking, rock climbing, orienteering, canoeing, and kayaking. Unfortunately, growing up in central Wisconsin, I lacked access to experience many of these sports. Specifically, mountain biking, I would have had to travel an hour to even find trails. These activities are everywhere in the Washburn area, but to help teach young kids how to use these outdoor spaces is very limited.

Specifically, when trying to help my own kids learn how to bike, we would travel to Ashland to use their bike path along the lake. It was flat, smooth, limited on motorized traffic, and absolutely beautiful. We'd drive to Hayward to ride their hospital trail system. Their trail system at the Hospital in Hayward is specifically designed to help young/inexperienced mountain bikers gain experience and skill to access a wider variety of trail options. We would go to Cable to use their bike park as a family. My children have grown so much in their bike abilities by being able to access these sites.

Having a bike park site in Washburn would be ideal for anyone looking to gain experience and confidence. Our youngest and most inexperienced riders would benefit greatly from having a local park to learn on. By riding these bike parks, riders then can transfer those skills to other trail systems like the Ashwabay trails that are in our back yard.

In the school, I work to have every student learn how to bike through the All Kids Bike program through the Strider bike company. I've witnessed firsthand hundreds of kids gaining the confidence of learning how to bike in the gym. It would be a delight to have local access to a bike park where the skills learned at home or school could be applied. Even having the ability to set up a summer school course or a specific day in PE that Kindergarten and first grader students could go to the local bike park to try new skills would be incredible and truly unique opportunity. I ask you to seriously consider and do anything you can to support the establishment of a bike park for our community.

Sincerely,

Matthew Goodness



Father of four young bikers and elementary physical education teacher



AdventureUs

AdventureUs LLC
Amy Trimbo
101W Bayfield St
Washburn, WI 54891
715-209-4057
GetAdventureUs.com

Dec 11th, 2023
City of Washburn Parks and Recreation Committee
Washburn, WI 54891

Subject: AdventureUs Endorses the Washburn Bike Park Project for Economic Growth

Dear Parks and Recreation Committee Members,

I am writing to express my enthusiastic support for the Washburn Bike Park Project and its potential positive impact on our local business community.

As a resident of the City of Washburn and the proud owner of AdventureUs, Rip & Stitch, and Full Keel Coffee, I fully understand the importance of initiatives that contribute to the economic growth and vitality of our community. The proposal for a centrally located bike park aligns with our vision for Washburn as a vibrant and dynamic town, offering a recreational space that complements the existing local attractions.

The Washburn Bike Park has the potential to attract both visitors and residents, leading to increased foot traffic for local businesses, restaurants, and shops. The emphasis on hosting regional bike-related events presents a unique opportunity for businesses like mine to engage with a broader customer base and promote Washburn as a destination.

I strongly urge the Parks and Recreation Committee to fully support the Washburn Bike Park Project, recognizing its potential to enhance the local economy, attract visitors, and create a positive environment for businesses to thrive.

Thank you for your time and consideration.

Sincerely,
Amy Trimbo
Owner: AdventureUs, Rip & Stitch Sew Co, Full Keel Coffee
amy@getadventureus.com

Tony Janisch

From: llwoodbury@icloud.com
Sent: Thursday, December 14, 2023 7:55 AM
To: angeldcroll@gmail.com; ealang77@yahoo.com; jennifermaziasz@gmail.com; jeremyoswald@mac.com; susanhall54@gmail.com
Cc: Tony Janisch
Subject: Support for the Washburn Bike Park Project

Dear City of Washburn Parks and Recreation:

I am writing today in support of a Washburn Bike Park project. As a long time mountain biker, I am all in for anything bike related as part of a city's Parks and Rec – and especially something like a bike park.

A bike park is a perfect addition to a community – there are so many areas in which a bike park adds positivity and excitement. A few of them:

- **Youth development:** A bike park fosters healthy activities for kids, including making healthy choices, development as a biker, skill building, teamwork, and just plain fun and excitement
- **Community:** A bike park will help attract tourists, riders, and their entire families. This can only help boost a community by increasing foot traffic to local restaurants, bike shops, other retailers. A bike park definitely contributes to a healthy community – physically and economically
- **Increasing the potential for additional bike-related events:** A bike park is a magnet for additional bike related events and educational opportunities. A bike park would help Washburn, and the surrounding area, become a well known biking hub.

I have lived in communities that boast a bike park – on any given day year round, the bike park is filled with “kids” of all ages, enjoying the park. Additionally, I am a life-long biker/mountain biker and have thrived as part of that positive, active community. I only want others to feel that in their lives. I urge the Washburn Parks Committee to support this project.

Thank you.

Laurie Woodbury

CITY OF WASHBURN, WI BIKE PARK CONCEPT PLANNING

WASHBURN, WI
DECEMBER 2023

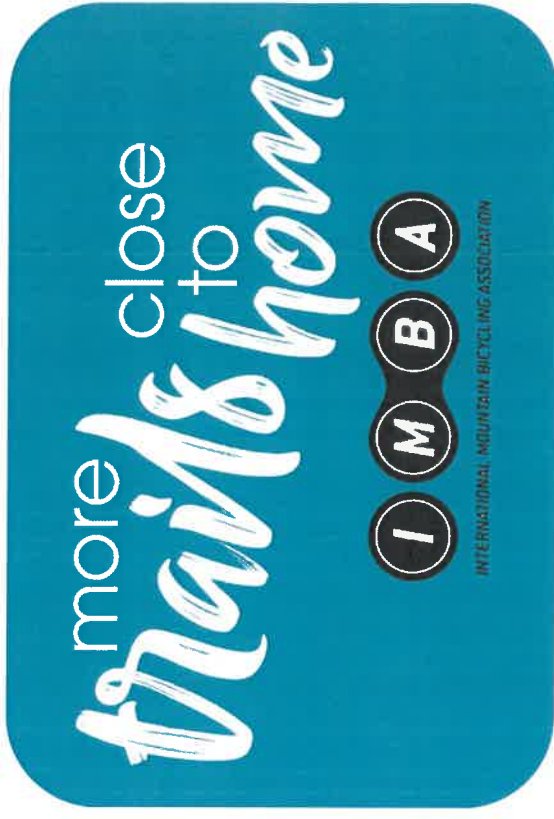


IMBA'S MISSION:

CREATE, ENHANCE AND PROTECT GREAT PLACES TO RIDE MOUNTAIN BIKES

For 30 years, IMBA has been at the forefront of access, education and trail development for mountain bikes. IMBA has helped with the creation of 100,000 miles of trails and built relationships with land management agencies.

For the next 30 years, IMBA is focused on More Trails Close to Home. We believe everyone should have a chance to ride and reap the benefits of mountain biking near where they live.



WASHBURN, WI
Bike Park Concept

IMBA TRAIL SOLUTIONS

Trail Solutions provides a full range of trail development services. Having accumulated a wealth of knowledge and experience, TS has become a leader in the trail development industry, including the creation of globally recognized guidelines for the development of sustainable and enjoyable singletrack trails.



Located on IMBA's online Resource Hub



WASHBURN, WI
Bike Park Concept

Mountain Bike Trail Development Guidelines

Mountain Bike Trail Development - Guidelines for Successfully Managing the Process was written for land managers (professionals in city, county, state, federal, land trust, and special use permit entities such as ski area managers) who have the responsibility of bringing bike-optimized mountain bike trails to their communities. Released in 2023, this guide is solely focused on mountain biking and the unique aspects that the activity brings to the park planning process.

"Mountain biking is unique in the world of trails. For the mountain biker, the trail is the experience. No other trail user feels, relishes and appreciates every undulation and nuance of a well-crafted trail that has been purposefully and creatively planned, designed and built for the bike. *Mountain Bike Trail Development - Guidelines for Successfully Managing the Process* is an indispensable resource for anyone who wants to bring mountain bike-optimized trails to their community. This book dives deep into the process of creating high quality trail experiences, building upon the substantial work mountain bikers, trail builders and advocates have crafted and honed throughout years of innovative trail development."

-- DAVE WIENS, IMBA EXECUTIVE DIRECTOR

[View Interactive Book](#)
[Purchase Print Version](#)



WASHBURN, WI
Bike Park Concept

LAKE FRONT PROPERTY BY OWNERSHIP

WASHBURN
WISCONSIN
AUGUST 2023

- Legend**
- North of Veiy
 - City of Washburn
 - Private property
 - Bayfield County
 - Wetland
 - Focus Area Boundary
 - Tax Parcels
 - Buildings/structures
 - Roads

Prepared for:



Prepared by:



Note: This map is intended for planning purposes only. Property boundaries are approximate. Do not use for design, development or construction estimates.



LAKE SUPERIOR



WASHBURN WISCONSIN AUGUST 2023

BIKE AMENITY FEASIBILITY FOCUS AREAS

Legend

-  Focus Area
-  Wetlands
-  Focus Area Boundary
-  Tax Parcel
-  Building/Structure
-  Road



FOCUS AREA 4 - CITY PROPERTY
LOCATED NW OF SCHOOL



Prepared for:



Prepared by:



Note: This map is intended for planning purposes only. Property boundaries are approximate. Do not use for design, development, or construction estimates.

MOUNTAIN BIKING: THE USER EXPERIENCE



Family - Social Time



Exploring Nature



Challenge - Play - Exercise



WASHBURN, WI
Bike Park Concept

SPECTRUM OF BIKE-OPTIMIZED EXPERIENCES



Single Track Trails



Flow Trails



Tot Tracks / Bike Playground



Skills Trails



Pump Track / Pump Parks



Dirt Jumps



Slope Style Trails



Bike Parks



Youth MTB Competition / NICA



WASHBURN, WI
Bike Park Concept

BIKE TRAIL TYPES

Traditional Shared-Use Singletrack

These trails can serve walkers, hikers, runners, cyclists, and equestrians. Trails should be constructed and maintained according to sustainable trail construction practices and employ techniques that minimize user conflict. Multiple user types travel these routes; therefore, care should be taken to avoid obstacles such as jumps or water bars which may lead to undesirable trail experiences for some. Turns are constructed sustainably, but are generally not cambered like bike-optimized turns that improve cornering traction. Keeping trail grades within certain ranges ensures both a positive trail experience for users and enables proper stormwater drainage with minimized erosion. Depending on soil conditions, these trails may need surface hardening techniques to provide a durable four-season trail.

Approximate Construction Costs: \$40,000-\$70,000 per mile



DULUTH, MN - MORNING SIDE



DULUTH, MN - ANTENNA FARM

Mountain Bike-Optimized Singletrack

These trails are purpose-built to optimize the experience of riding a mountain bike. The trails can either be unidirectional or bidirectional depending on the type of trail, preferred circulation of users, and management decisions. This type of trail is constructed with features such as rock gardens, berms, grade reversals, cambered turns (typically wider than turns on traditional singletrack trails), and modest jumps. These trails should make use of gravitational forces and, where possible, be managed to enhance trail flow for descending riders. These trails may need surface hardening to provide a durable four-season trail. They should be designed for a range of users from beginner to advanced skill levels. Optional advanced features can be located along the side of the trail to provide challenges for intermediate and advanced riders. This allows many skill levels to experience the full trail mileage, while providing for skill progression within a smaller trail footprint.

Approximate Construction Costs: \$50,000-\$100,000 per mile



DULUTH, MN - KEENE



DULUTH, MN - HOMEBREW



WASHBURN, WI
Bike Park Concept

BIKE AMENITIES

Bike Parks

The features explained to this point are designed and optimized for bike-based experiences. A bike park combines all or a selection of these features to create an amenity that appeals to a wide range of riders and ability levels. The type and scale of features will be dependent on the community interest, ridership needs, goals of the project, the site's opportunities and constraints, and available funding. Bike parks range from small parks at 1-2 acres, medium sized parks of 5-15 acres in size, to larger parks over 15 acres. Bike parks serve local, regional, and destination ridership by offering a hub of activity to the cycling community by providing progressive facilities that are designed for riders to build skills and confidence while promoting a healthy, active lifestyle.



BUFFALO, NY - LAKESIDE PARK



ROGERS, AR - RAILYARD BIKE PARK



ROGERS, AR - RAIL YARD BIKE PARK



ROGERS, AR - RAIL YARD BIKE PARK



GRAND RAPIDS, MI - BLUFF HARBOR BIKE PARK



WASHBURN, WI
Bike Park Concept

BIKE AMENITIES

Mountain Bike Skills Trail

These are trails that have been specially designed for mountain bikers to develop the skills necessary for enjoying more challenging trails. This type of trail is built with different routes and features for a range of skill levels, allowing users to progress their skills with repetition and experience over time. Beginner riders and kids are especially fond of this type of purpose-built bike facility. They are typically constructed on nearly flat or gently sloping terrain and take up relatively little space. Features may include rocks, bridges, drops, rollers, and more. Typically, installed features include a mix of prefabricated structures and those built on-site with locally sourced materials.

Approximate Construction Costs:

\$9-\$13/linear foot for trail surface

\$1,500 - \$10,000 for prefabricated features



CUYUNA, MN - SKILLS PARK



CUYUNA, MN - SKILLS PARK

Pump Track and Pump Parks

A pump track is designed to encourage cyclists of all skill levels improve their riding skills in a manner that is fun and repetitive. Pump Tracks are typically a bidirectional closed circuit or series of closed circuits made up of rollers and berms. Pump parks have an open design with a larger area of hard surfaces that allow users to create their own multidirectional routes through the rollers, berms, and jump features. A pump park will foster more organic and creative riding that stimulates both novice and skilled riders. Riding these facilities is an extremely anaerobic activity, so it is recommended that suitable seating and shade structures be installed for users to rest between sessions. Like the tot track, pump tracks and pump parks are recommended to have asphalt surfaces. With an asphalt surface, the track will allow users to enjoy year-round. Contracting with a specialty designer and builder for the pump track is strongly recommended to ensure the quality and enjoyable riding experience of the track. With all pump tracks, necessary drainage infrastructure is necessary.

Approximate Construction Costs: \$25-40/square foot



CABLE, WI - CONCRETE PUMPTRACK



MADISON, WI - ASPHALT PUMPTRACK



MADISON, WI - ASPHALT PUMPTRACK - WINTER

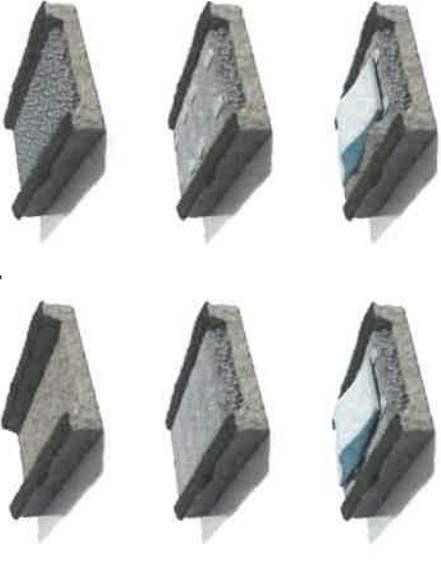


WASHBURN, WI
Bike Park Concept

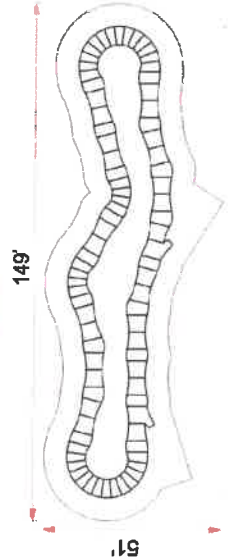
MODULAR PUMP TRACK / ALL WHEELS FEATURES

PUMP TRACK CAN BE COMPOSITE OR CONCRETE CONSTRUCTION

PARKITECT*
MODULAR PUMPTRACK
 Bern



CONCRETE PUMP TRACK SITE PREPARATION SEQUENCE



Rideable Surface Length: 297'



COMPOSITE TRACK

Our Composite track is our original product. It is light and compact enough to be transported to events and durable enough to be installed permanently in public sources. It is ideal for use in alpine resorts, adventure centres, camping destinations and other seasonal facilities. These structures have proven their durability in the harshest environments: from the deserts in Dubai to the Tundra of Canada's West Coast, to the frigid winters in northern Europe.



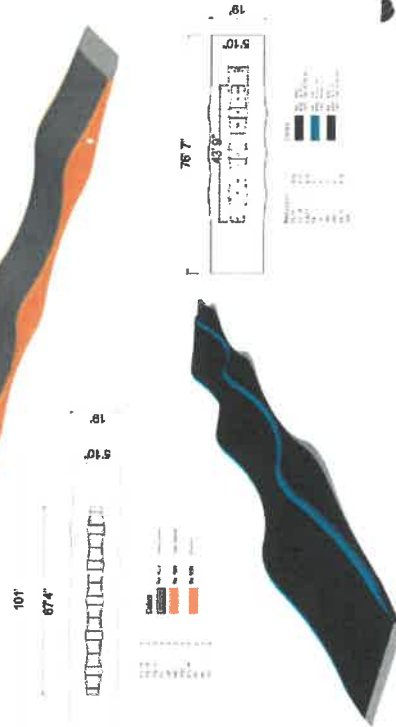
WASHBURN, WI
 Bike Park Concept

MODULAR PUMP TRACK / ALL WHEELS FEATURES



PARKITECT®

MODULAR PUMPTRACK Straight / Beginner Track 5 / 3 Bumps



PROJECT LOCATION
WASHBURN, WI
300 W. WASHINGTON ST.
WASHBURN, WI 53090



WASHBURN, WI
Bike Park Concept



ASPHALT PUMP TRACK / ALL WHEELS FEATURES



WASHBURN, WI
Bike Park Concept



ALL USERS TYPES FOR ALL PUMPTRACKS



SKATEBOARD



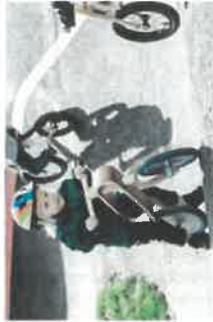
DIRTBIKE



BMX



BALANCE BIKE



INLINE SKATES



WHEELCHAIR



SCOOTER



SCHOOL BIKE



LONGBOARD



ASPHALT PUMPTRACK



MODULAR PUMPTRACK (CONCRETE OR COMPOSITE)



WASHBURN, WI
Bike Park Concept

BIKE TRAIL TYPES

Slopedstyle Lines

Slopedstyle lines consist of natural surface, asphalt or chipseal tread depending on slope of site location. These range in length, size, and skill levels from beginner to pro-level riding. Highly featured lines allow for all ages on riding to progress, many of the features are low-risk but high reward for riders. Users will be able to experience a different kind of riding compared to natural surface treads, many of the features are prefabricated to ensure engineered safety and build to last.

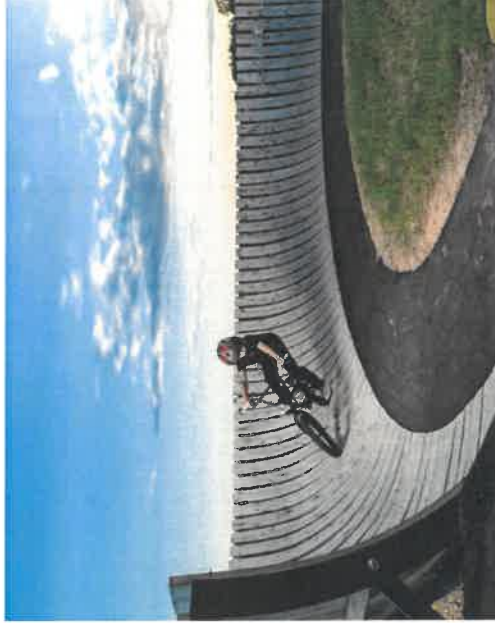
Approximate Construction Costs: \$100,000 - \$1million+



ROGERS, AR - RAILYARD BIKE PARK



BEGINNER LEVEL



INTERMEDIATE LEVEL



ADVANCED LEVEL



WASHBURN, WI
Bike Park Concept

BIKE TRAIL TYPES

Gravity/Flow Trails (MBO)

Gravity/Flow lines typically are wider trail tread with a higher frequency of features ranging from rocks, berms, jumps, and prefabricated features. These trails are downhill only allowing for riders to progress their skills and trail speed. Surface types varies from all-weather chipseal to natural based surfacing depending on site slope and location. Gravity/Flow lines typically range from Beginner to Expert riders, all features are rollable or able to ride around on the lower level trails.

Approximate Construction Costs: \$50,000 - \$200,000 per mile



HIGHLAND BIKE PARK, NH



DULUTH, MN - CALCULATED RISK



BEGINNER LEVEL



INTERMEDIATE LEVEL



ADVANCED LEVEL

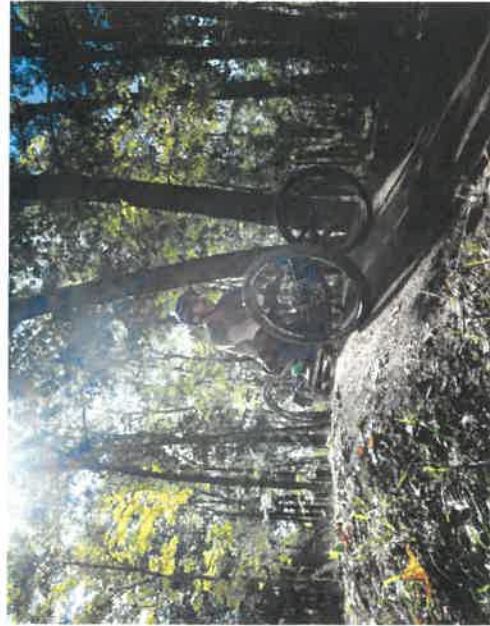
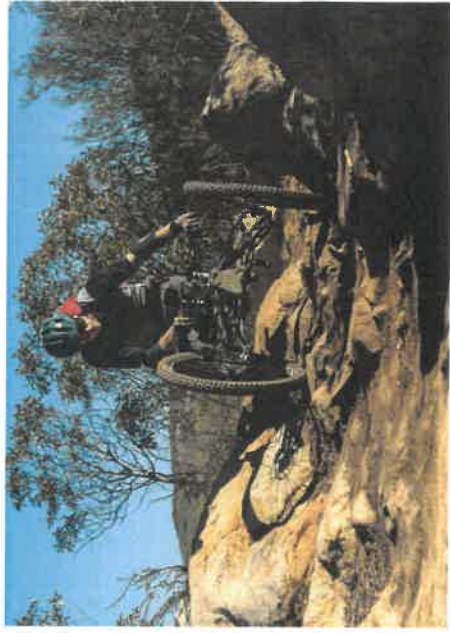


WASHBURN, WI
Bike Park Concept

BIKE TRAIL TYPES

Adaptive Mountain Bike Capabilities

Adaptive mountain bike trails are natural surface trails that feature specific design parameters to accommodate adaptive mountain bikes (aMTBs) while providing a high-quality experience for "different-abled" riders. Adaptive mountain bikes are equipped with the proper positioning and geometry to allow the millions of Americans have a mobility disability to enjoy the outdoors. The bikes have three wheels (trikes) or four (quads) and may position the riders in a laid back, recumbent position for most crosscountry style bikes or face-forward with the riders back to the sky which is common for all-mountain style bikes. The style and make of the bikes vary, but all are wider, larger, and heavier than traditional mountain bikes which results in significant changes to acceleration, deceleration, and the ability to change direction and corner.



WASHBURN, WI
Bike Park Concept

**WASHBURN
WISCONSIN**
AUGUST 2023

Legend

-  Skills Zone
-  Parking
-  Pumptrack Area
-  Start-up Platform Area
-  Slope Style Zone
-  Viewing Area
-  First Stage Zone
-  Natural Surface Area
-  Return Line
-  Existing Trail
-  Focus Area
-  Wetland
-  Facility Area Boundary
-  Tree Canopy
-  Building Structures
-  Roads

Prepared for:

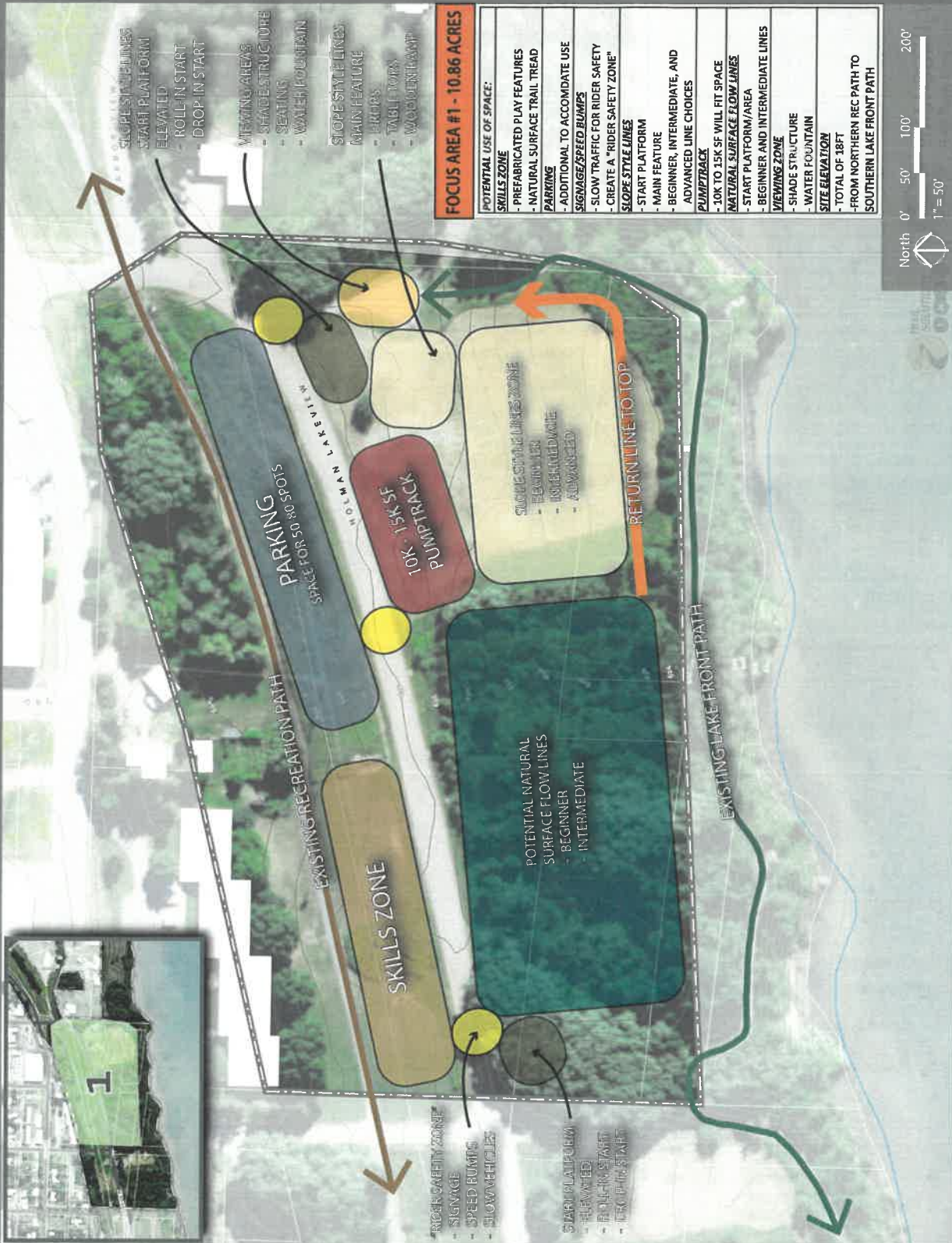


Prepared by:



Note: This map is intended for planning purposes only. Property boundaries are approximate. Do not use for design development or construction estimates.

BIKE AMENITY FOCUS AREA 1



FOCUS AREA #1 - 10.86 ACRES

- POTENTIAL USE OF SPACE:**
- SKILLS ZONE**
 - PREFABRICATED PLAY FEATURES
 - NATURAL SURFACE TRAIL TREAD
 - PARKING**
 - ADDITIONAL TO ACCOMMODATE USE
 - SIGNAGE/SPEED BUMPS**
 - SLOW TRAFFIC FOR RIDER SAFETY
 - CREATE A "RIDER SAFETY ZONE"
 - SLOPE STYLE LINES**
 - START PLATFORM
 - MAIN FEATURE
 - BEGINNER, INTERMEDIATE, AND ADVANCED LINE CHOICES
 - PUMPTRACK**
 - 10K TO 15K SF WILL FIT SPACE
 - NATURAL SURFACE FLOW LINES**
 - START PLATFORM/AREA
 - BEGINNER AND INTERMEDIATE LINES
 - VIEWING ZONE**
 - SHADE STRUCTURE
 - WATER FOUNTAIN
 - SITE ELEVATION**
 - TOTAL OF 18FT
 - FROM NORTHERN REC PATH TO SOUTHERN LAKE FRONT PATH

North 0' 50' 100' 200'

1" = 50'

WASHBURN
WISCONSIN
AUGUST 2023

Legend

- Skills Zone
- Parking
- Pumptrack Area
- Starting Platform Area
- Supportive Zone
- Viewing Area
- Rider Safety Zones
- Natural Surface Area
- Bike Playground
- Return Line
- Existing Trail
- Wetlands
- Focus Area Boundary
- Landscape
- Building Structures
- Fences

Prepared for:

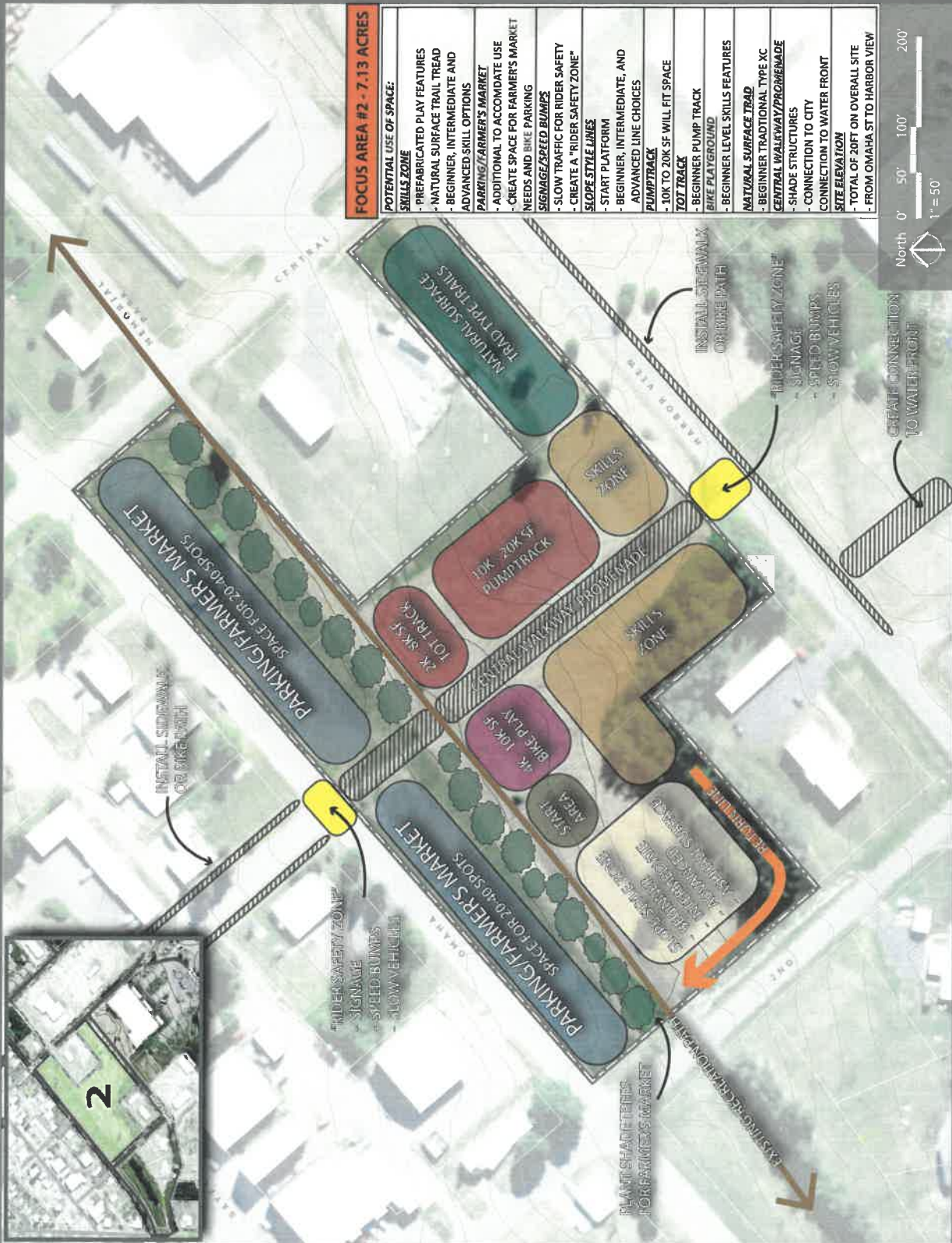


Prepared by:



Note: This map is intended for planning purposes only. Property boundaries are approximate. Do not use for design development or construction estimates.

BIKE AMENITY FOCUS AREA 2



BIKE AMENITY FOCUS AREA 3

WASHBURN
WISCONSIN
AUGUST 2023

Legend

-  Skill Zone
-  Parking
-  Pumptrack Area
-  Start/End Platform Area
-  Candy Zone
-  Viewing Area
-  Rider Safety Zone
-  Traditional XC Zone
-  Bike Playground
-  Pattern Line
-  Existing Trails
-  Wetlands
-  Focus Area Boundary
-  Tree Pinch
-  Building Structure
-  Fence

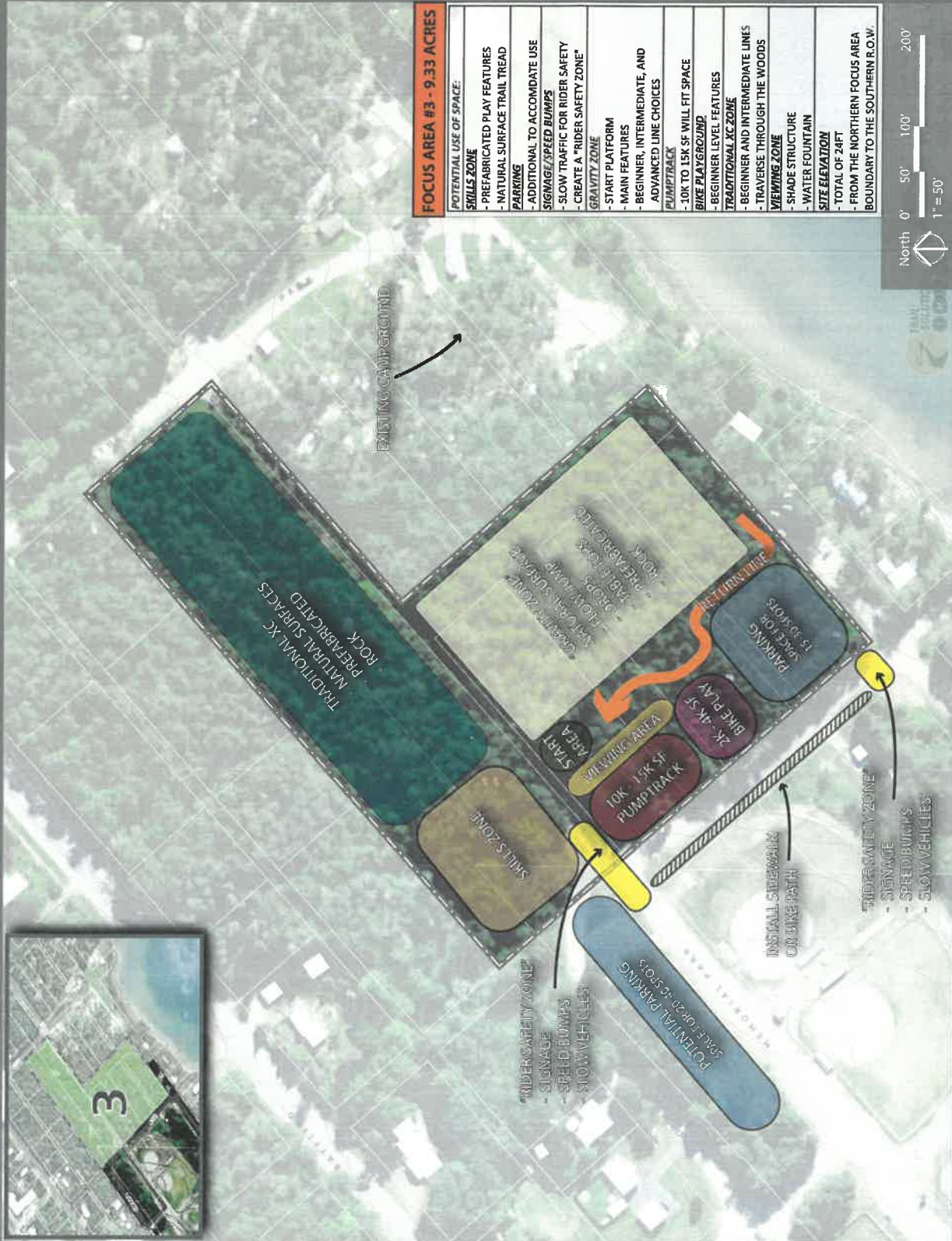
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Prepared by:



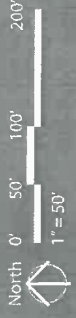
Note: This map is intended for planning purposes only. Property boundaries are approximate. Do not use for design development or construction estimates.



FOCUS AREA #3 - 9.33 ACRES

POTENTIAL USE OF SPACE:

SKILLS ZONE	- PREFABRICATED PLAY FEATURES - NATURAL SURFACE TRAIL TREAD
PARKING	- ADDITIONAL TO ACCOMMODATE USE
SIGNAGE/SPEED BUMPS	- SLOW TRAFFIC FOR RIDER SAFETY - CREATE A "RIDER SAFETY ZONE"
GRAVITY ZONE	- START PLATFORM - MAIN FEATURES - BEGINNER, INTERMEDIATE, AND ADVANCED LINE CHOICES
PUMPTRACK	- 10K TO 15K SF WILL FIT SPACE
BIKE PLAYGROUND	- BEGINNER LEVEL FEATURES
TRADITIONAL XC ZONE	- BEGINNER AND INTERMEDIATE LINES - TRAVERSE THROUGH THE WOODS
VIEWING ZONE	- SHADE STRUCTURE - WATER FOUNTAIN
SIZE ELEVATION	- TOTAL OF 24 FT - FROM THE NORTHERN FOCUS AREA BOUNDARY TO THE SOUTHERN R.O.W.



EXISTING CONDITIONS

FOCUS AREA 1: HOLMAN AVENUE



PARKING LOT TO LAKE



PARKING LOT EDGE



FIELD LOOKING TO ROAD



SOUTH EDGE OF FIELD TO LAKE



WALKING PATH ON SOUTH END OF SITE



BEACH JUST EAST OF SITE

Opportunities

- Open field with minimal existing infrastructure constraints
- Site has room for multiple bike park amenities
- Gentle slopes with good topography
- Potential for natural surface trail connectivity
- Existing access point
- Opportunity to provide additional amenities for nature trail users such as restrooms and parking
- Proximity to school and downtown allows for easy access for kids
- Connectivity to existing recreation pathway

Constraints

- Need to maintain ROW for well access
- Smaller site, not as much room for additional community amenities
- Need to maintain buffer with existing walking path



WASHBURN, WI
Bike Park Concept



EXISTING CONDITIONS FOCUS AREA 2: OMAHA STREET



WEST SIDE ENTRANCE



SOUTH EDGE



WEST EDGE TO LAKE



MIDDLE OF SITE



MIDDLE MOWED PATH



EAST EDGE LOOKING NORTH

Opportunities

- Large site with great access to downtown and future business developments
- Heart of the lakefront area with potential for additional community amenities
- Proximity to school and downtown allows for easy access for kids
- Large open areas with room for multiple bike park amenities
- Gentle slopes with good topography
- Connectivity to existing recreation path

Constraints

- Existing utility infrastructure including electrical and fiber-optic cable
- Existing pathways
- Neighboring properties



WASHBURN, WI
Bike Park Concept

EXISTING CONDITIONS

FOCUS AREA 3: MEMORIAL PARK DRIVE



NORTH EDGE OF SITE



ATV TRAIL NORTH OF SITE



E MEMORIAL PARK DR



EASEMENT ON CENTER OF SITE



DRAINAGE NEAR CENTER OF SITE



WEST EDGE

Opportunities

- Wooded area has potential for natural surface trails
- Good slopes and interesting terrain for gravity style bike features
- Connectivity to existing pathway and campground
- Potential to connect existing pathways

Constraints

- Wooded area limits development of many bike park amenities without substantial clearing and site grading
- Driveway easement bisects the site
- Existing park development/ ballfields
- Limited space for additional parking
- Less direct connectivity to downtown and school
- Connectivity is cut off by industrial development



WASHBURN, WI
Bike Park Concept

COMMUNITY ENGAGEMENT



Amenity interests from the community:

- Big Jumps
- Concrete pumptrack or other durable surface
- Trails for all ability levels
- Tool stations
- Water
- Bathrooms
- Like Cayuna Bike Park
- Close to school so kids can use the park as part of school class. A place to utilize bikes that the school already has
- Good hang out spot for kids
- Opportunity for advanced features
- Close to home without having to use a car for access
- Support facility for local NICA team
- Tot track is less important to the community
- Quality features
- Stormwater infrastructure
- Picnic Pavilion
- Community gathering space
- Not interested in extra lighting for night use. Preserve the night sky.

“WE WANT BIG JUMPS AND A PUMP TRAIL WE WANT A TOOL SHED, A WATER FOUNTAIN AND BATHROOMS.”

“PROGRESSIVE FEATURES ARE IMPORTANT. IT’S NICE FOR PEOPLE IN SCHOOL TO HAVE THE OPPORTUNITY TO HANG OUT WITH FRIENDS, LEARN HOW TO RIDE AND GET BETTER”

- HARPER HOLLIS-HEIDENREICH. “



WASHBURN, WI
Bike Park Concept

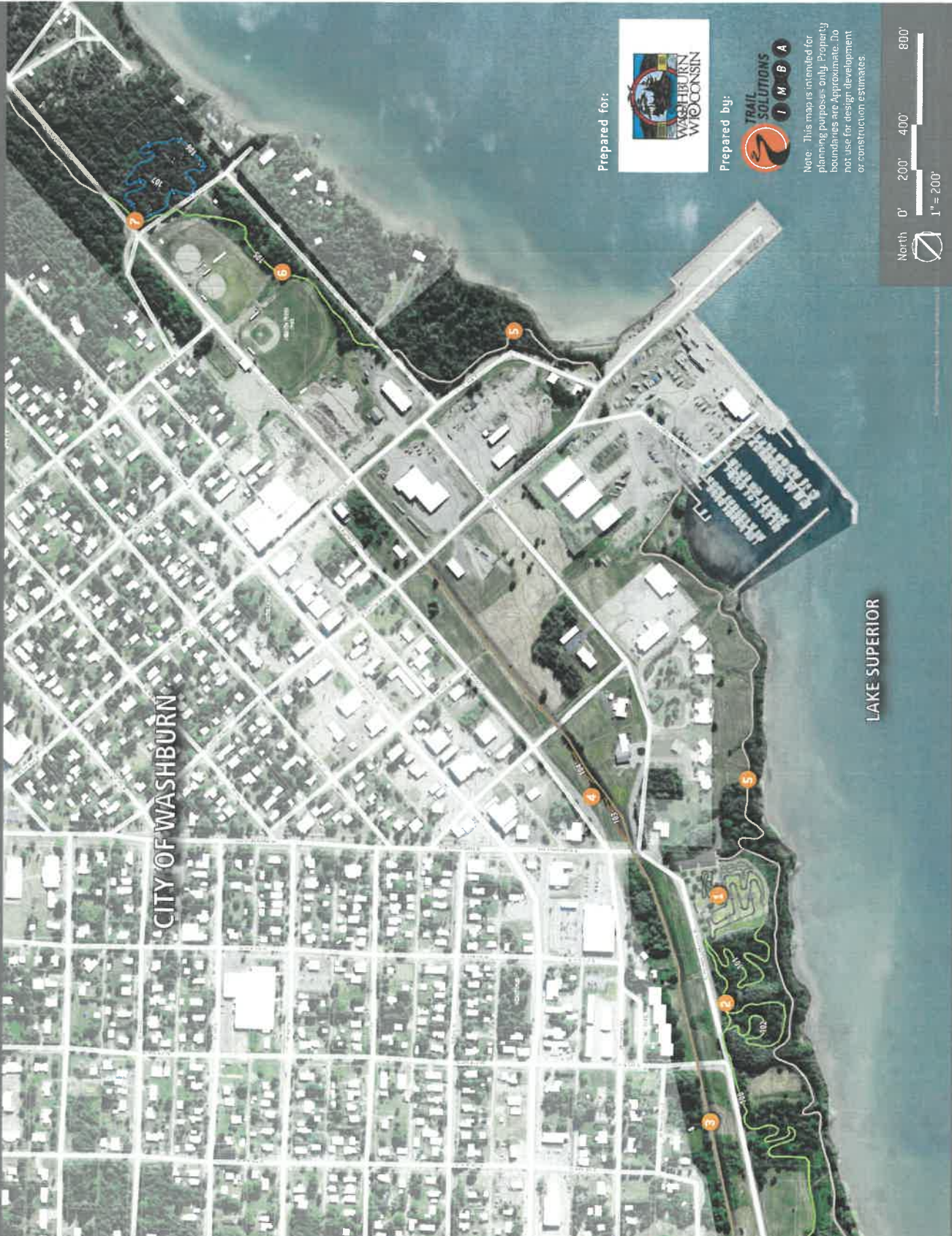
BIKE PARK CONCEPT - FOCUS AREA 1 FULL SITE

WASHBURN
WISCONSIN
 NOVEMBER 2023

KEY

- 1 Bike Park Focus Area 1
- 2 Beginner
- 3 Bike-optimized Trails
- 4 Existing Shared-use ATV Trail
- 5 Bike Skills Lines
- 6 Existing Walking Path
- 7 Beginner Shared-use Trail
- 8 Intermediate & Advanced Bike-optimized Trail

System	Area	Acres	Length (Miles)	Cost (\$)
101	Non-optimized Green	2.04	2,238.07	1,020,000
102	Non-optimized Blue	1.16	1,232.22	550,000
103	Optimized	8.18	2,112.22	1,000,000
104	Shared	6.80	147.89	147,890
105	Traditional Green	6.25	1,546.24	773,120
106	Non-optimized Blue	6.28	1,483.80	741,900
107	Non-optimized Blue	1.12	1,111.11	555,555
108	Non-optimized Blue	1.12	1,111.11	555,555
TOTAL		33.95	10,376.66	5,249,920



CITY OF WASHBURN

LAKE SUPERIOR

DRAFT

Prepared for:



Prepared by:



Note: This map is intended for planning purposes only. Property boundaries are approximate. Do not use for design development or construction estimates.



WASHBURN
WISCONSIN
 NOVEMBER 2023

BIKE PARK CONCEPT - FOCUS AREA 1

- KEY**
- 1 Parking Area
 - 2 Restrooms
 - 3 Information Kiosk
 - 4 Skills Trails
 - 5 Pumptrack
 - 6 Shared-use Paths
 - 7 Berch
 - 8 Meadow Areas
 - 9 Slopestyle Start Platform
 - 10 Slopestyle Lines
 - 11 Return Trail
 - 12 Stormwater Infrastructure
 - 13 Existing Walking Path
 - 14 Beginner Bike-optimized Trail

Prepared for:



Prepared by:



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DRAFT

Shared-Use Trail

W Holman Lakeview Dr



BIKE PARK CONCEPT - FOCUS AREA 2 FULL SITE

WASHBURN
WISCONSIN
 NOVEMBER 2023

KEY

- 1 Bike Park Focus Area 2
- 2 Beginner Bike-optimized Trails
- 3 Existing Shared-use ATV Trail
- 4 Bike Skills Lines
- 5 Existing Walking Path
- 6 Beginner Shared-use Trail
- 7 Intermediate & Advanced Bike-optimized Trails

Map Item	Area	Length (Miles)	Area (Acres)
1	Intermediate & Advanced Bike-optimized Trails	2.84	238.27
2	Beginner Bike-optimized Trails	1.19	103.15
3	Existing Shared-use ATV Trail	0.84	213.22
4	Bike Skills Lines	0.83	97.84
5	Existing Walking Path	0.29	1.96/24
6	Beginner Shared-use Trail	0.28	1,092.56
7	Intermediate & Advanced Bike-optimized Trails	0.15	0.17/24

CITY OF WASHBURN

LAKE SUPERIOR

Prepared for:



Prepared by:



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North 0' 200' 400' 800'
 1" = 200'

**WASHBURN
WISCONSIN**
NOVEMBER 2023

BIKE PARK CONCEPT - FOCUS AREA 2

- KEY**
- 1 Parking Area
 - 2 Food Truck/Parking
 - 3 Pavilion
 - 4 Splash Pad
 - 5 Natural Play Area
 - 6 Amphitheater
 - 7 Restrooms
 - 8 Shared-Use Paths
 - 9 Pumptrack
 - 10 Slopestyle Start Platform
 - 11 Slopestyle Lines
 - 12 Stormwater Infrastructure
 - 13 Drop Zone
 - 14 Pump Straight/Skills Lines
 - 15 Native Plant Meadow
 - 16 ATV Trail Re-Route
 - 17 Skills Lines

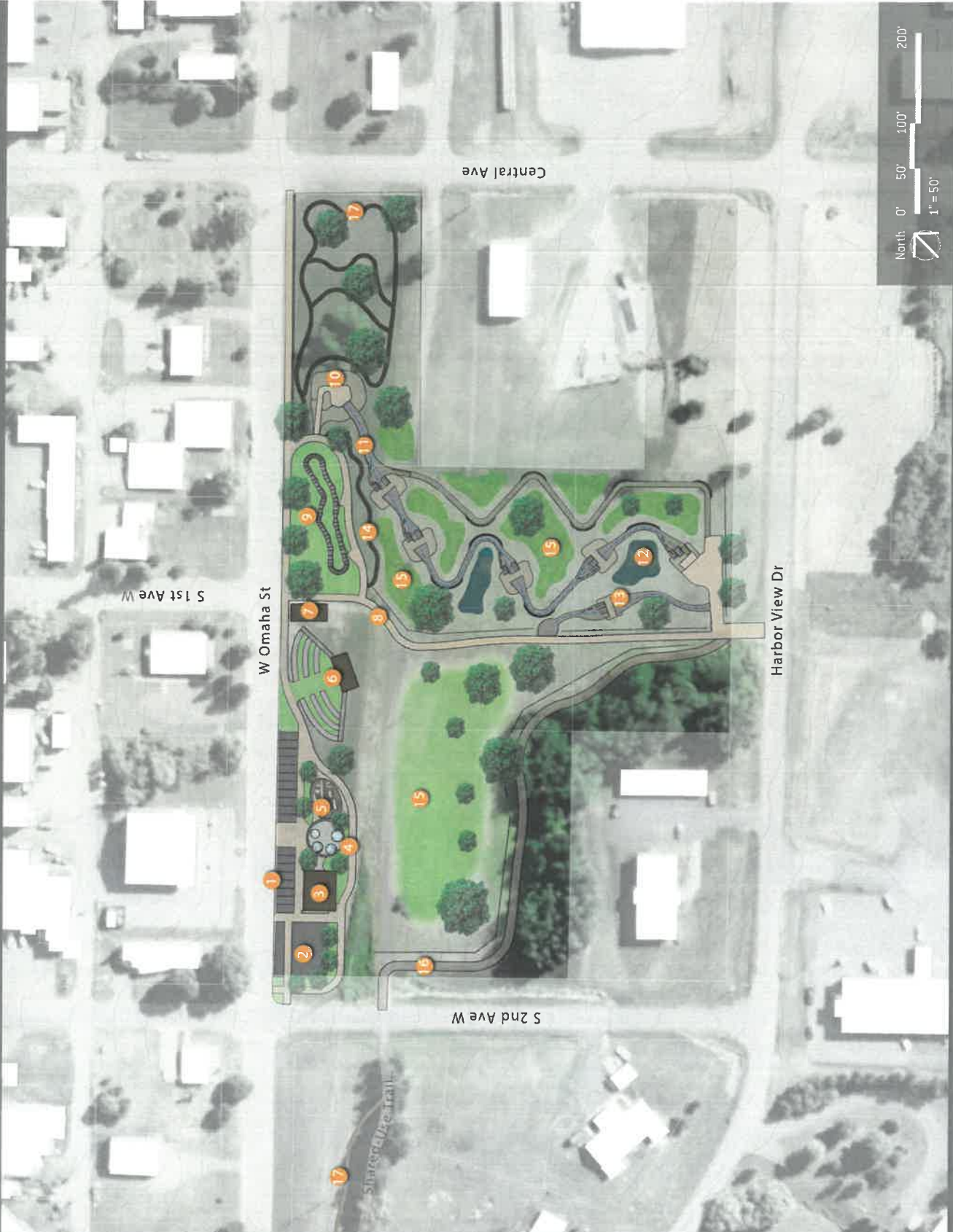
Prepared for:



Prepared by:



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ENVIRONMENTAL AND VISUAL DETAILS



RAIN GARDEN/BIOSWALE



RAIN GARDEN/BIOSWALE



CEDAR SPLIT RAIL FENCING



NATIVE PLANT RESTORATION



REUSE OF RAIL LINE TIMBER



UTILIZING LOCAL STONE



WASHBURN, WI
Bike Park Concept

SITE USER AMENITIES



BANDSHELL



RESTROOMS



PAVILION



CHANGING STRUCTURES



BIKE REPAIR STATION



KIOSK



WASHBURN, WI
Bike Park Concept

5

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: ^{SSK} Scott J. Kluver, Administrator
Re: Future of Cable Television at Campgrounds
Date: December 27, 2023

This past summer, the City was notified by Spectrum that the current cable television set up at the campgrounds would eventually be discontinued. A survey of the seasonal campers (and other long-term campers) was conducted, and the results are included in the enclosed materials.

Just recently, a notification from Spectrum was received that our current system will be discontinued prior to the upcoming season. Given the cost of the necessary upgrade and the survey results, it is my understanding that the Parks Committee is recommending that cable television be discontinued in the campgrounds.

I ask the Council to address that recommendation as season camping notices are sent out in January and I would like to advise campers of whatever decision is made. I have no objections to the recommendation as the cable is expensive and would lead to another rate increase. I do recommend that we continue to explore upgrades to the speed and quality of the wi-fi system if the TV is discontinued.

CITY OF WASHBURN
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Washburn, WI 54891



715-373-6160
715-373-6161
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To: Parks Committee
From: Tony Janisch, Assistant City Administrator
Re: Cable TV Service in Campgrounds
Date: December 11, 2023

Cable TV has been an amenity in the campgrounds for a long time. This service has been provided to campers with the cost of their site fee. Each campsite, at both campgrounds, has a pedestal with the Cable hookup. Campers check out a box & cable from the host and connecting to their tv, then have access. Each Spring, before the campgrounds open, City Hall staff test each of the cable boxes and replace batteries in remotes. Throughout the years, when boxes need replacement, we've had difficulties receiving these from the provider at times.

As technology advances, the current cable system at the campgrounds is out-of-date and will eventually be disconnected. This past summer, we had several campers experience problems with connection to the cable service. Our provider, Spectrum, is recommending an upgrade of our system to a fiber network. Of course, this would come with additional costs.







The City currently pays around \$660/month for cable services at both campgrounds. This includes the months that the campgrounds are closed. Upgrading the service would cost \$1,340/month for a 3-year contract for 50 sites or \$939/month for a 5-year contract for 50 sites. So, for both campgrounds, the costs would be double per month. The \$1,250 installation costs would be waived.

Seeing the significant cost increase to upgrading the service. The question arises if we should eliminate cable service at the campgrounds. In June, we surveyed the seasonal & long-term campers for their thoughts on having cable available. Fifteen (15) surveys were returned. Please find the results.

We ask the Parks Committee for any thoughts or recommendations moving forward.

Cable TV Service in Campgrounds Seasonal/Long-term Camper Survey

June 2023

	Yes	No	N/A	
Do you believe that the cable TV service provides value to the campgrounds?				
West End	7	0		
Memorial	0	8		
Total	7	8		
Would you like to see the City continue to provide cable TV service?				
West End	5	0	2	
Memorial	0	8		
Total	5	8	2	
Even if there is an increase in fees to do this?				
West End	2	4	1	
Memorial	0	7	1	
Total	2	11	2	
If TV services were no longer offered in Washburn campgrounds, would you still come here?				
West End	4	2	1	
Memorial	8	0		
Total	12	2		
Do you utilize satellite television services such as Dish?				
West End	0	6	1	
Memorial	0	7	1	
Total	0	13	2	
Do you believe the Wi-Fi service needs to be further improved?				
West End	6	1		
Memorial	7	1		
Total	13	2		

Comments:

West End

Wi-Fi is important in today's world. Many people can work remotely, so they can be here enjoying our city & lake. Many people spend the entire summer here so TV is important to have.

Can the dumpsters in the entrance be moved? Smell & flies at our site. On Saturday when we return there are many cars parked around the flowing well. No parking sign would be appreciated. They could park down by the pavillion. They appear to be bicyclers. Had to replace 4 sets of cable boxes, 3 didn't work, pixelated pictures. Don't know if 4th worked, told them to get new cables.

Water & sewer is 100 times more important than cable TV. The biggest problem in the front rows & beach is goose poop.

Entry road needs work from sites 1-18. Potholes, picnic tables need repairing. Several dead trees need to be removed before they fall over and hurt someone. Cable box problems, tried every trick I could think of. Used cable hook-ups on sites on the other side of #45. Same picilated results. Finally had to buy new cables from pedistal to RV and from cable box to TV.

I get all my TV service from Wi-Fi. I feel water & sewe are more important, most RV parks charging \$800+ a month provide those amenities to at least most of their sites. Culverts that have been exposed need blacktop to level the streets. 2 areas.

Memorial

More water in the North loop, on the west end.

We do not use cable so if cost increqases we may need to reconsider our seasonal here.

Fix the water heater, etc. So we don't have to pay for cold showers.

We feel that everything is perfect here.

I don't think cable or satellite TV are good value for the campground. Most people are now streaming over wi-fi. Improving and maintaining good wi-fi service in the campground would be the best value.

I do have my own wi-fi connection. Not necessarily needed unless I am unaware of need. If I don't have my own wi-fi in the future and raises cost to camp! I am not wanting further costs to effect price to camp.

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CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: ^{SK} Scott J. Kluver, Administrator
Re: Switching to an EMR Ambulance Service
Date: December 20, 2023

Enclosed you will find materials from Ambulance Director Bellile regarding switching to an EMR service. You will see the differences in service between an EMR and an EMT. This has been a possibility for several years. The main resistance to making the change up to this point is that with all EMTs, there is an expectation that responsibilities are shared and two heads are better than one when providing patient care. With an EMR service, the primary responsibility is with one EMT who would be the primary person responsible for patient care.

Given the shortage of EMTs that we have, the lack of applicants for an available full-time position, and currently no new recruits signing up for the next class, I believe we have no choice but to try this in order to hopefully provide some relief to hold the service together. If you approve of this change, we will have some work to get it set up and will come back to you with a formalized job description and pay structure for these positions. To be clear, these would be paid-on-call positions. We are not proposing full-time EMRs at this time.

Dear Mayor, Scott and Washburn City Council.

I am typing you this letter to inform you of some possible changes that might take place to the Washburn Ambulance Service in the future. As you all know our EMT numbers have been declining month by month and year by year. It appears the days of volunteerism and giving back to the community are far in between. Therefore, we need to look for help in other ways. One solution is for this service to become an EMT/EMR (Emergency Medical Responder) service. What this would do is allow us to have just 1 EMT doing patient care. The EMR would help with certain skills and then would be a designated driver to the hospital. This would allow us to have a full crew and transport the patient to the hospital.

There are several things that need to take place before this becomes a reality. First, we would need approval from the council to change the status of the service. Second, as of right now we have 5-7 people that have expressed interest in becoming an EMR. This is an 80-hour class that they would need to complete. Third, we would need to change our status with the State of Wisconsin of being an EMT Basic service to an EMT/EMR service. And last but most important we need to get a class set up with Northwood Tech School to teach this class. I have already contacted them, and they are working on providing a class.

There are several questions at this point that I can answer, some that I can't. I would myself prefer to remain an EMT Basic staffed ambulance service, but it gets harder and harder to find people to staff the ambulance and complete some of our runs. We need to look at what is best for our residents.

Enclosed you will find the Wisconsin EMS Scope of Practice Skills that the EMR's would be certified in after taking the class. Also, you will find a pay scale of what some EMS service's around the area are paying their EMT's and EMR's while they are on call or on a run. I am sure this will only scratch the surface with a lot of questions and concerns that will arise. There are many things that need to happen before this becomes a reality, but we need to get the ball rolling on this problem and come up with some solutions.

Respectfully Submitted

Jeff Bellile Director
Washburn Area Ambulance Service

PAY SCALE FOR EMT'S AND EMR'S FROM AROUND THE AREA

Barnes:

\$25.00 per hour for EMT's being on call.

\$50.00 per hour for EMT's being on call between 2200- 0700.

\$25.00 per hour for EMR's for being on call.

\$50.00 per hour for EMR's being on call between 2200-0700

Gordon-Wascott:

\$5.00 for EMT/EMR for being on call.

\$7.00 for EMT's /EMR's for being on call on Holidays.

\$60.00 per EMT/EMR per run

Bayfield:

\$4.00 for EMT being on call.

\$60.00 per EMT for a run.

\$55.00 per EMR for a run.

Mason:

\$2.50 per hour for EMT's being on call.

\$50.00 per EMT per run

NO EMR'S

Marengo:

\$1.00 per hour for EMT's being on call.

\$200 EMT per run.

\$100 per EMT for no transports



2023 Wisconsin EMS Scope of Practice *80 Hour Class*

Wisconsin Admin. Code § DHS 110.12 states that an emergency medical services (EMS) practitioner or emergency medical responder may only perform the skills, use the equipment, and administer the medications that are specified by the Department of Health Services (DHS) in the Wisconsin scope of practice for the level to which the individual is licensed, certified, or credentialed.

The Wisconsin scope of practice for each certification and practitioner level may be found on the DHS EMS website (www.dhs.wisconsin.gov/ems). The Wisconsin scope of practice for each certification and license level is reviewed annually in consultation with the Wisconsin EMS Advisory Board and the Physician Advisory Committee and published and posted on the DHS website by March 31 of each year.

Below is a quick reference table of emergency medical responder and practitioner-level terms, followed by definitions and additional information to supplement the scopes of practice that follow.

Key to Emergency Medical Responder and Practitioner Levels	
EMR	Emergency Medical Responder
EMT	Emergency Medical Technician
AEMT	Advanced Emergency Medical Technician
INT	EMT-Intermediate
PARA	Paramedic
CCP	Paramedic with Critical Care Endorsement for Inter-Facility Transport (IFT) Only

Required (R) Skills, Equipment, and Medications

All skills, equipment, and medications designated with an "R" at a certification or license level are required for that level; these core skills ensure equal access to EMS care across the state. All "R" skills must be submitted as part of the EMS Service Operational Plan and approved by DHS.

Optional (O) Skills, Equipment, and Medications

All skills, equipment, and medications designated with an "O" at a certification and license level are optional advanced skills for that level based on the needs and resources of a community. These optional skills must be submitted as part of the EMS Service Operational Plan and reported to DHS through the designated electronic reporting tool for approval.

Emergency Medical Responder Certification Level

For the EMR certification level, any DHS-approved "O" skill is considered an Advanced Skill and must be reported in a patient care report and submitted to the Wisconsin

PART A: SCOPE OF PRACTICE for 911 EMS Practitioners and Emergency Medical Responders

I. Skill—Airway, Ventilation, Oxygenation

I. Skill—Airway, Ventilation, Oxygenation	EMR	EMT	AEMT	INT	PARA
Airway – Nasopharyngeal	R	R	R	R	R
Airway – Non-visualized (an extraglottic device inserted without the need to visualize the vocal cords). If a non-visualized airway is inserted, the use of end-tidal CO2 detection (capnometry or capnography) to confirm safe device position and effective ventilation is mandatory.	O	R	R	R	R
Airway – Oropharyngeal	R	R	R	R	R
Airway Obstruction – Manual Dislodgement Techniques	R	R	R	R	R
Airway Obstruction – Dislodgement by Direct Laryngoscopy		R	R	R	R
Bag-Valve Mask (BVM)	R	R	R	R	R
Chest Decompression – Needle				R	R
Chest Seal – Vented Preferred	O	R	R	R	R
CO Monitoring	O	O	O	O	O
Cricothyrotomy – Surgical or Needle					R
End Tidal CO2 continuous monitoring device for ongoing ventilation status and metabolic clinical decision-making	O	O	O	R	R
End Tidal CO2 detection device required to confirm safe device position and effective ventilation if any non-visualized airway device, endotracheal tube, cricothyrotomy device or tracheostomy tube is used by an EMS provider	R	R	R	R	R
Gastric Decompression with Advanced Airway	O	O	O	O	R
Intubation				O	R
Intubation – Rapid Sequence Induction					O
Manual Airway Maneuvers	R	R	R	R	R
Non-Invasive Positive Pressure Ventilation		O	R	R	R
Oxygen Therapy – Nebulizer	O	R	R	R	R
Oxygen Therapy – Nasal Cannula	O	R	R	R	R
Oxygen Therapy – Non-Rebreather Mask	O	R	R	R	R
Oxygen Therapy – Tracheostomy Tube	O	R	R	R	R
Oxygen Therapy – High Flow Nasal Cannula					O
Pulse Oximetry	O	R	R	R	R
Suctioning – Tracheobronchial Suctioning	O	R	R	R	R
Suctioning – Upper Airway (Soft and Rigid)	R	R	R	R	R
Ventilator – Automated Transport Ventilator		O ¹	O ¹	O ¹	O
Ventilator – Variable Setting					O ²

Notes: ¹May only be used for CPR; ²May only use FiO2, rate, and volume adjustments in assist control (AC) mode.

II. Skill—Cardiovascular, Circulation

II. Skill—Cardiovascular, Circulation	EMR	EMT	AEMT	INT	PARA
Cardiocerebral Resuscitation (CCR)	O	O	O	O	O
Cardiopulmonary Resuscitation (CPR)	R	R	R	R	R
Cardioversion – Electrical				R	R
CPR Mechanical Device	O	O	O	O	O
Defibrillation – Automated and Semi-Automated (AED)	R	R	R	R	R
Defibrillation – Manual		O	O	R	R
ECG Monitor – Acquisition and Transmission	O	O	O	R	R
ECG Monitor – Interpretation				R	R
ECG 12, 15 or 18 Lead – Acquisition and Transmission	O	O	O	R	R
ECG 12, 15 or 18 Lead - Interpretation				R	R
Hemorrhage Control – Direct Pressure	R	R	R	R	R
Hemorrhage Control – Hemostatic Agents	O	O	O	O	O
Hemorrhage Control – Pressure Points	R	R	R	R	R
Hemorrhage Control – Skin Clamp (Temporary Use)	O	O	O	O	O
Hemorrhage Control – Tourniquet	R	R	R	R	R
Hemorrhage Control – Wound Packing	O	R	R	R	R
Impedance Threshold Device (ITD)		O	O	O	O
Pericardiocentesis					O
Transcutaneous Pacing				R	R
Point of Care Cardiac Ultrasound – Cardiac Arrest					O
Valsalva Maneuver		O	R	R	R

III. Skill—Splinting and Spinal Motion Immobilization

III. Skill—Splinting and Spinal Motion Immobilization	EMR	EMT	AEMT	INT	PARA
Cervical Collar	R	R	R	R	R
Manual Cervical Stabilization	R	R	R	R	R
Seated Spinal Motion Restriction	O	R	R	R	R
Splinting – Manual	R	R	R	R	R
Splinting – Pelvic Compression Device	O	O	O	O	R
Splinting – Rigid	R	R	R	R	R
Splinting – Soft	R	R	R	R	R
Splinting – Traction	O	R	R	R	R
Splinting – Vacuum	O	O	O	O	O

IV. Skill—Medication Administration Routes

IV. Skill—Medication Administration Routes	EMR	EMT	AEMT	INT	PARA
Aerosolized, Nebulized	O	R	R	R	R
Endotracheal Tube (ET)				R	R
Intradermal (ID)	O	O	O	O	O
Intramuscular (IM)	O ³	R	R	R	R
Intramuscular – Auto-Injector	R	R	R	R	R
Intranasal (IN)	O ⁴	R	R	R	R
Intranasal – Auto-Injector	R ⁴	R	R	R	R
Intraosseous (IO)			R	R	R
Intravenous (IV)			R	R	R
Mucosal, Sublingual (SL)		R	R	R	R
Oral (PO)	O	R	R	R	R
Rectal				R	R
Subcutaneous (SQ)		O	O	O	O

Note: ³May only be used for manually drawn epinephrine 1:1000 for anaphylaxis or vaccine administration. ⁴May only be used for naloxone.

V. Skill—Initiation, Maintenance, Fluids

V. Skill—Initiation, Maintenance, Fluids	EMR	EMT	AEMT	INT	PARA
Central Line or PICC Line – Access and Maintenance (No additional training required in code situation)					O
Intraosseous			R	R	R
IV –External Jugular				O	O
IV –Peripheral			R	R	R
Maintenance – Medicated IV Fluids					R
Maintenance – Non-medicated IV Fluids			R	R	R
Other Access Ports – Access and Maintenance					O
Saline Lock – Initiation and Access			R	R	R
Saline Lock – Monitor		O	R	R	R

VI. Skill—Miscellaneous

VI. Skill—Miscellaneous	EMR	EMT	AEMT	INT	PARA
Assisted Delivery (Childbirth)	R	R	R	R	R
Blood Chemistry Analysis					O
Blood Glucose Monitoring	O	R	R	R	R
Blood Pressure – Automated	O	O	O	O	O
Eye Irrigation	R	R	R	R	R

VI. Skill—Miscellaneous (cont'd)	EMR	EMT	AEMT	INT	PARA
Immunizations	O	O	O	O	O
Long Board	O	R	R	R	R
Nasopharyngeal and/or Oropharyngeal Sampling/Obtaining	O	O	O	O	O
Patient Physical Restraints	O	R	R	R	R
Telemetric monitoring devices and transmission of clinical data including video data	O	O	O	O	O
Venous Blood Sampling – Obtaining			O	O	O
Vital Signs	R	R	R	R	R

VII. Skill—Assisted Patient Medications

VII. Skill—Assisted Patient Medications	EMR	EMT	AEMT	INT	PARA
Any patient prescribed medication with online medical control approval (only if administration route is within scope of practice)	O	O	O	O	O

VIII. Skill—Medications Approved Per Protocol

VIII. Skill—Medications Approved per Protocol	EMR	EMT	AEMT	INT	PARA
0.45% Sodium Chloride			O	O	O
0.9% Sodium Chloride (Normal Saline)			R	R	R
Activated Charcoal		O	O	O	O
Acetaminophen (Tylenol)		O	R	R	R
Adenosine (Adenocard)				R	R
Albuterol	O	R	R	R	R
Amiodarone (Cordarone)				O ⁵	R
Any patient prescribed medication with online medical control approval (only if administration route is within scope of practice)	O	O	O	O	O
Aspirin	O	R	R	R	R
Atropine				R	R
Auto-injector antidotes for chemical and hazardous material exposures	O	O	O	O	O
Blood and Blood Product-Initiation					O
Buprenorphine					O
Calcium					R
Cimetidine					O
Clopidogrel (Plavix)					O
Cyanide Antidote Kits					O
Dexamethasone (Decadron)					O
Dextrose			R	R	R
Diazepam (Valium)				O ⁶	O ⁷

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CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members

From: Scott J. Kluver, ^{SK} Administrator

Re: Preliminary Special Assessment Resolution

Date: December 27, 2023

Enclosed you will find a preliminary special assessment resolution for properties on Bayfield Street that I believe would be subject to special assessment for utility mains and connections. The special assessment process is a multi-part one, and since I did not get the notice in time to the paper, the Council can only act at the January meeting on the preliminary resolution. A public hearing will be held in February with action to follow. The report is completed already, and I have included it for your reference. I have also mailed a copy of the report with an explanation to the property owners.

Along Phase 1 of the Bayfield Street Project, only two properties have been identified that currently do not have sewer mains to connect (*all properties have water access*). As such, they are currently not buildable until a main is placed to front the properties. This makes them different from all of the other properties along the street that are either connected or are simply vacant with the ability to connect. It is important that the City is consistent as to when special assessments are applied or not applied.

In this case, the special assessments will include the costs of the sewer main based on a lineal frontage of the properties as well as the water and sewer laterals to just past the sidewalk. The laterals were included in this case to prevent the need to add them at a later time and tear up the new street in the process. There is no known development imminent on these properties.

Please let me know if you have any questions on this matter.

**CITY OF WASHBURN COMMON COUNCIL
RESOLUTION #2024-003
PRELIMINARY RESOLUTION DECLARING INTENT TO LEVY SPECIAL ASSESSMENTS
UNDER MUNICIPAL POLICE POWER PURSUANT TO §66.0703.STATS.**

RESOLVED, by the City Council of Washburn, Wisconsin:

1. The City Council hereby declares its intention to exercise its police power under §66.0703, Stats., to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of the following public work and improvements:

Bayfield Street Water and Sewer

Installation of sanitary laterals, water services, and sanitary sewer to previously unserved properties.

2. The property to be assessed lies within the following described assessment district:

All previously unserved property abutting the north side of Bayfield Street from the intersection of 10th Avenue West to the intersection of 9th Avenue West.

3. The total amount assessed against the properties in the described assessment district shall not exceed 100% of the cost of the sanitary laterals, water laterals, engineering and administration, and 50% of the sanitary sewer.
4. The City Council determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the municipality and its inhabitants.
5. The municipal engineer shall prepare a report which shall consist of:
 - a. Location plan for the improvements.
 - b. An estimate of the entire cost of the proposed improvements.
 - c. Schedule of proposed assessments.
6. When the report is completed, the municipal engineer shall file a copy of the report with the municipal clerk for public inspection and, if state property is to be assessed, shall mail a copy of the report to the responsible state agency and, for assessments of \$50,000 or more, to the Wisconsin state building commission.
7. Upon receiving the report of the responsible officer or body, the clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, (including a small map thereof,) the time and place at which the report may be inspected, and the time and place of the public hearing on the matters contained in the preliminary resolution and the report. This notice shall be published as a class 1 notice under ch. 985, Stats, and a copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.
8. The hearing shall be held in the City Hall at 119 Washington Avenue in accordance with §66.0703, Stats.
9. The assessment against any parcel may be paid in cash or in annual installments the number of which shall be determined at the public hearing on the proposed assessments.

Date adopted: _____

Signed

Mary D. Motiff, Mayor

Attest

Scott J. Kluver, City Administrator

**REPORT ON PROPOSED SPECIAL ASSESSMENTS FOR PUBLIC IMPROVEMENTS
AGAINST PROPERTIES LOCATED IN WASHBURN, WISCONSIN.
BAYFIELD STREET WATER AND SEWER**

This report is submitted in accordance with the requirements of §66.0705, Stats., and the preliminary resolution of the City Council of Washburn, Wisconsin, determining to levy special assessments on benefited properties for public improvements described in Schedule B of this report to be made in the assessment district described in Schedule C of this report.

This report consists of the following schedules attached hereto:

- Schedule A – Location Plan;
- Schedule B – Estimate of entire cost of proposed improvements;
- Schedule C – Schedule of proposed assessments against each benefited parcel.



NORTH

W PINE STREET

N 10TH AVE W

N 9TH AVE W

W BAYFIELD STREET

**BAYFIELD STREET WATER AND SEWER
ASSESSMENT DISTRICT
WASHBURN, WISCONSIN**



**PUBLIC WORKS IMPROVEMENT
OPINION OF PROBABLE CONSTRUCTION COST**

**Bayfield Street Water and Sewer
City of Washburn**

Date: December 7, 2023

Estimator: MCS

Total Estimate: \$873,800.00

DESCRIPTION	UNITS	APPROX. QUANTITY	UNIT PRICE	TOTAL PRICE
<u>WATER SERVICES</u>				
1" Water Service	L.F.	50	\$42.00	\$2,100.00
1" Corp Stop, Curb Stop, and Box	Each	2	\$1,150.00	\$2,300.00
Contingency				\$500.00
Engineering & Administration				\$1,300.00
TOTAL ESTIMATED WATERMAIN COST				\$6,200.00

SANITARY SEWER & SERVICES

8" Sanitary Sewer PVC	L.F.	5220	\$67.60	\$352,872.00
10" Sanitary Sewer PVC	L.F.	280	\$59.25	\$16,590.00
Connect to Existing Sanitary	Each	9	\$950.00	\$8,550.00
Manhole 4 Ft	V.F.	135.7	\$430.00	\$58,351.00
Manhole Drop Entrance	V.F.	3.7	\$305.00	\$1,128.50
Casting Type J-S	Each	15	\$825.00	\$12,375.00
6" Wye	Each	77	\$275.00	\$21,175.00
Tracer Wire Access Box	Each	77	\$125.00	\$9,625.00
6" Sanitary Lateral PVC	L.F.	2790	\$45.00	\$125,550.00
Sewer Televising	L.F.	5500	\$4.50	\$24,750.00
Contingency				\$63,100.00
Engineering & Administration				\$173,500.00
TOTAL ESTIMATED SANITARY SEWER COST				\$867,600.00

Contingency
Engineering
TOTAL ESTIMATED STREET CONSTRUCTION

Construction Subtotal	\$635,400.00
Contingency Subtotal	\$63,600.00
Engineering & Administration Subtotal	\$174,800.00

*****PROJECT TOTAL ***** **\$873,800.00**

**CITY OF WASHBURN
BAYFIELD STREET WATER AND SEWER
PRELIMINARY ASSESSMENTS
SCHEDULE C**

Owner	Improvement Location	Tax I.D.#	1" Water Service Connect (EACH)	1" Water Service (L.F.)	6" Sanitary Connect (EACH)	6" Sanitary Lateral (L.F.)	8" Sanitary Sewer (L.F.)	Total Assessment
Gerrit R & Catherine M Van Doorn 66605 Willis Rd. Brule, WI 54820	W Bayfield Street	32855	1	25	1	43	65	\$10,176.00
Richard D & Sandra H Johnson P.O. Box 684 Washburn, WI 54891	W Bayfield Street	32857	1	25	1	43	98	\$12,156.00
Total Assessable			2	50	2	86	163	\$22,332.00

Item	Unit	Assessable Unit Cost
1" Water Service Connect	Each	\$1,600.00
1" Water Service	L.F.	\$58.00
6" Sanitary Connect	Each	\$560.00
6" Sanitary Lateral	L.F.	\$62.00
8" Sanitary Sewer	L.F.	\$60.00

Estimated Assessable costs include Engineering, Administration and Contingency
Final Assessable costs will be based on actual cost and actual work completed.

CHAPTER 2

Special Assessments

3-2-1	Common Council May Levy Special Assessments
3-2-2	Resolution and Report Required
3-2-3	Costs That May Be Paid By Special Assessment
3-2-4	Exemptions; Deductions
3-2-5	Notice of Proposed or Approved Project
3-2-6	Council Actions After Hearing
3-2-7	Combined Assessments
3-2-8	Council's Power to Amend, Cancel or Confirm Special Assessment
3-2-9	Where Cost of Improvement is Less Than Assessment
3-2-10	Appeals; Appealed Assessments Payable When Due
3-2-11	Special Assessment a Lien on Property
3-2-12	Special Charges Permissible
3-2-13	Miscellaneous Provisions

SEC. 3-2-1 COMMON COUNCIL MAY LEVY SPECIAL ASSESSMENTS.

- (a) The City of Washburn, by resolution of its Common Council, may levy and collect special assessments upon property in a limited and determinable area for special benefits conferred upon such property by any municipal work or improvement and may provide for the payment of all or any part of the cost of the work or improvement. In addition to other methods approved by law, special assessments for any public work or improvement or any special charge for current services may be levied in accordance with the provisions of this Chapter.
- (b) The amount assessed against any property for any work or improvement which does not represent an exercise of the police power shall not exceed the value of the benefits accruing to the property therefrom, and for those representing an exercise of the police power, the assessment shall be upon a reasonable basis as determined by the Common Council.
- (c) The favored procedure in the City for proceeding with making specially assessable public improvements as generally set forth in this Chapter is not intended in any way to disregard or to bar proceeding under other methods provided by law for making of public improvements and for the levying of assessments therefor. Nor is this Chapter intended to be an exhaustive, detailed recodification of the state law under said statutory section. Detailed requirements still require reference to said statutory section and the subsections thereunder. The purpose hereof is to generally define and establish local procedures.

State Law Reference: Section 66.62, Wis. Stats.

SEC. 3-2-2 RESOLUTION AND REPORT REQUIRED.

- (a) Public improvements carried out pursuant to Section 66.60, Wis. Stats., and this Chapter shall be initiated by a preliminary resolution presented to the Council by the Consulting City Engineer, which resolution shall declare the Council's intention to exercise its assessment powers for such municipal purpose(s), describe the same, the limits of the proposed assessment district, the number of

installments in which special assessment may be paid or that the number of installments will be determined at hearing thereon, and direct the Consulting City Engineer to make a report thereon. After adoption of such preliminary resolution by the Common Council, copies thereof shall be forwarded by the City Clerk to the Consulting City Engineer. The City Clerk shall forthwith, after adoption of such preliminary resolution, obtain a list of the names and addresses of all interested persons, if with reasonable diligence their names and addresses may be obtained, and forward the same to the Consulting City Engineer. Upon receipt of copy of such preliminary resolution, the Consulting City Engineer shall prepare the report thereon.

- (b) The report required by Subsection (a) shall consist of:
 - (1) Preliminary or final plans and specifications.
 - (2) An estimate of the entire cost of the proposed work or improvement.
 - (3) An estimate, as to each parcel of property affected, of:
 - a. The assessment of benefits to be levied.
 - b. The damages to be awarded for property taken or damages.
 - c. The net amount of such benefits over damages or the net amount of such damages over benefits.
 - (4) A statement that the property against which the assessments are proposed is benefited, where the work or improvements constitute an exercise of the police power. In such case, the estimates required under Subsection (3) shall be replaced by a schedule of the proposed assessments.
 - (5) A copy of the report when completed shall be filed with the City Clerk for public inspection.
- (c) When the Common Council determines by resolution that the hearing on the assessments be held subsequent to the completion of the work or improvement or rendering of the service, the report required by Sec. 66.60(3), Wis. Stats., and Subsections (a) and (b) above still contain a statement of the final cost of the work, service or improvement in lieu of an estimate of the cost.

SEC. 3-2-3 COSTS THAT MAY BE PAID BY SPECIAL ASSESSMENT.

The cost of any work or improvement to be paid in whole or in part by special assessment on property may include the direct and indirect cost thereof, the damages occasioned thereby, the interest on bonds or notes issued in anticipation of the collection of the assessments, a reasonable charge for the services of the administrative staff of the City and the cost of any architectural, engineering and legal services, and any other item of direct or indirect cost which may reasonably be attributed to the proposed work or improvement. The amount to be assessed against all property for any such proposed work or improvement shall be apportioned among the individual parcels in the manner designated by the Common Council.

SEC. 3-2-4 EXEMPTIONS; DEDUCTIONS.

- (a) If any property deemed benefited shall by reason of any provision of law be exempt from assessment therefor, such assessment shall be computed and shall be paid by the City.
- (b) A parcel of land against which has been levied a special assessment for the sanitary sewer or water main laid in one of the streets upon which it abuts shall be entitled to such deduction or exemption as the Common Council determines to be reasonable and just under the circumstances of each case when a special assessment is levied for the sanitary sewer or water main laid in the other

street upon which such corner lot abuts. Under any circumstances the assessment will not be less than the long way of such lot. The Common Council may allow a similar deduction or exemption from special assessments levied for any other public improvement.

SEC. 3-2-5 NOTICE OF PROPOSED OR APPROVED PROJECT.

- (a) **Notice Requirements.** On the completion and filing of the report and final resolution with the City Clerk required in Section 3-2-2(b)(5) of this Chapter, the City Clerk or Consulting City Engineer shall prepare a Notice of Hearing, which notice shall comply with Sec. 66.60(7), Wis. Stats., and state the nature of the proposed or approved work or improvement, the general boundary lines of the proposed assessment district and the place and time at which the report may be inspected. In publishing the Notice of Hearing, the City Clerk shall set the place and time at which all interested persons, their agents or attorneys may appear before the Common Council or Committee thereof and be heard concerning the matters contained in the preliminary resolution and report. Such notice shall be signed by the City Clerk who shall cause the same to be published at least once in the official newspaper and shall mail a copy of such notice at least ten (10) days before the hearing to every interested person whose post office address is known or can be ascertained with reasonable diligence. The hearing shall commence not less than ten (10) days and not more than forty (40) days after the publication or mailing of said notice.
- (b) **Waiver of Notice, Assessments Under.** The Council may, without any notice of hearing, levy and assess the whole or any part of the cost of any municipal work or whole or any part of the cost of any municipal work or improvement as a special assessment upon the property specifically benefited thereby whenever notice and hearing thereon is in writing waived by all the owners of property affected by such special assessment. In such cases, the procedure shall be the same as hereinbefore provided excepting for the noticing and holding of public hearing thereon.

SEC. 3-2-6 COUNCIL ACTIONS AFTER HEARING.

- (a) After the hearing, the Common Council may:
 - (1) Approve, disapprove, modify or re-refer the report to the Consulting City Engineer with such directions as it deems necessary to change the plans and specifications as to accomplish a fair and equitable assessment.
 - (2) Continue the public hearing, preliminarily approve plans and specifications and, if the project requires advertising for bids, authorize and direct the advertisement therefor with a date certain for consideration and taking action thereon, inclusive of action on said report and action on final resolution.
- (b) If an assessment be made against any property and an award of compensation or damage be made in favor of the property, the Common Council shall assess only the difference between such assessment of benefits and the award of compensation or damage.
- (c) (1) If the work or improvement has not been previously authorized or approved, the Common Council shall approve the work or improvement and by resolution direct that the same be done and paid for in accordance with the report finally approved.

- (2) If the work or improvement has been approved by the Common Council or work commenced or completed prior to the filing of the report or prior to the hearing, then the Common Council shall by resolution confirm the report as made or modified and provide for payment in whole or in part by assessment.
- (d) The City Clerk shall publish the final resolution as required in Section 3-2-2 of this Chapter.
- (e) After the publication of the final resolution, any work or improvement provided for and not yet authorized shall be deemed fully authorized and all awards of compensation or damage and all assessments made shall be deemed duly and properly made, subject to the right of appeal by Section 66.60(12), Wis. Stats., or any other applicable provision of law.
- (f) As soon as the assessable cost of such work or improvement is finalized, the City Clerk shall issue respective special assessment certificates for each property affected and specifying the manner in which payment is to be made and shall send copy of the respective assessment affecting each property to each owner's post office address that is known or can be obtained with reasonable diligence.

SEC. 3-2-7 COMBINED ASSESSMENTS.

If more than a single improvement is undertaken, the Common Council may combine the assessments as a single assessment on each property affected except that the property owner may object to any one or more of said improvements.

SEC. 3-2-8 COUNCIL'S POWER TO AMEND, CANCEL OR CONFIRM SPECIAL ASSESSMENT.

If, after completion or after the receipt of bids, the actual cost of any work or improvement is found to vary materially from the original estimate, or the assessment is void or invalid for any reason, or if the Common Council determines to reconsider an assessment, it is empowered, after giving notice as required in Section 3-2-5 to amend, cancel or confirm any prior assessment; and notice of this amending, canceling or confirming be given by the City Clerk as provided in Section 3-2-6 of this Chapter.

SEC. 3-2-9 WHERE COST OF IMPROVEMENT IS LESS THAN ASSESSMENT.

If the cost of the work or improvement is less than the assessment levied, the Common Council without notice or hearing shall reduce each assessment proportionately. If the assessment has been paid either in part or in full, the City shall refund the property owner such overpayment.

SEC. 3-2-10 APPEALS; APPEALED ASSESSMENTS PAYABLE WHEN DUE.

- (a) Any person against whose property a special assessment is levied under this Chapter may appeal therefrom in the manner prescribed by Section 66.60(12) of the Wisconsin Statutes, as amended, within forty (40) days of the date of the final determination of the Common Council.

- (b) Pursuant to Section 66.60(f), Wis. Stats., it shall be a condition to the maintenance of any appeal that any assessment appealed shall be paid when due and payable, and upon default in payment any such appeal shall be dismissed.

**SEC. 3-2-11 PAYMENT OF SPECIAL ASSESSMENTS; SPECIAL ASSESSMENT
A LIEN ON PROPERTY.**

(a) **Payment of Special Assessments.**

(1) Without interest. Upon receipt of copy of special assessment certificate, any person may pay the same in full, without interest, if paid to the City Clerk within the grace period therein allowed and as allowed in the final resolution.

(2) After grace period. If any special assessment, or any part thereof, remains unpaid following the running of the grace period specified for payment without interest, at time of preparation of the first tax roll thereafter the same, together with interest computed thereon at the interest rate established in said final resolution and in said certificates computed from the date of levy (i.e., date of final resolution) or the finalizing of assessable costs, whichever is later, shall be entered in such tax roll in such manner as directed in said final resolution and certificate; thereafter, if the same be payable in installments, subsequent installments together with interest at said rate computed on declining balance shall be entered in subsequent tax rolls until fully paid. This provision is in no way intended to prohibit the prepayment of the balance owing at any time on principal together with interest to date of payment only.

- (b) **Assessment a Lien.** Pursuant to Subsection (13) of Section 66.60, Wis. Stats., any special assessment levied under this Chapter shall be a lien on the property against which it is levied on behalf of the City. The Common Council shall provide for the collection of such assessments and may establish penalties for payment after the due date. The Common Council shall provide that all assessments not paid by the date specified shall be extended upon the tax roll as a delinquent tax against the property and all proceedings in relation to the collection of such delinquent taxes shall apply to such assessment, except as otherwise provided by statute.

SEC. 3-2-12 SPECIAL CHARGES PERMISSIBLE.

- (a) In addition to all other methods provided by law, special charges for current services may be imposed by resolution by the Common Council by allocating all or part of the cost of the property served. Such resolution setting forth the property location, the current service rendered by the City and the special charge therefor or cost thereof. Such resolution for special charges may include snow and ice removal, weed elimination, street sprinkling oiling or tarring, repair of sidewalks or curb and gutter, garbage and refuse disposal, sewer and water service and tree care or removal. The provision for notice of such charges shall be optional with the Common Council except that in the case of street, sidewalk, curb or gutter repair, a Class 1 notice published in the official City newspaper at least twenty (20) days before the hearing or proceeding and a copy of such notice mailed to every interested person whose post office address is known, at least ten (10) days before the hearing or proceeding. Such notice shall specify that on a certain date a hearing will be held by the Common Council as to whether the service in question shall be performed.

- (b) Special charges for current services shall not be payable installments. If not paid within the period fixed by the Common Council in said resolution, such delinquent special charges, pursuant to Section 3-2-11, shall become a lien on said property as of the date of such delinquency and shall automatically be extended upon the current or next tax roll as a delinquent tax against the property, as provided by Section 66.60(16) of the Wisconsin Statutes, and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special charge. Notice of special charges for current services need not be given except as required by Section 66.60(16) of the Wisconsin Statutes, as amended.
- (c) Section 3-2-2(a) of this Chapter shall not be applicable to proceedings under this Section.

State Law Reference: Section 66.60(16), Wis. Stats.

SEC. 3-2-13 MISCELLANEOUS PROVISIONS.

- (a) If any assessment or charge levied under this Chapter is invalid because such Statutes are found to be unconstitutional, the Common Council may thereafter reassess such assessment or charge pursuant to the provisions of any applicable law.
- (b) The Common Council may, without notice or hearing, levy and assess all or any part of the cost of any work or improvement upon the property benefited if notice and hearing is waived in writing by property owners affected.
- (c) Notwithstanding any other provision of law, or this or other ordinance or resolution, it is specifically intended and provided by this Chapter that the City may levy special assessments for work or improvement against the property benefited either before or after the approval of the work plans and specifications, contracting for the work or completing the work or improvement.

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CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator ^{SK}
Re: Repeal of Scenic By-Way Exemption
Date: December 28, 2023

At the request of the Mayor, I have prepared a resolution to repeal the exemption of certain locations of the City from the Scenic Byway program. Back in the summer of 2022, the Council voted to exempt certain allowable locations from the Scenic Byway program largely to allow for more flexibility in off-premise signage. Since that time, the Mayor has been in contact with WisDOT regarding the rules and regulations of the program and apparently our recent changes to the sign ordinance do not require exemption from the program. In addition, the Scenic Byway has now become a National Scenic Byway (*I do not have any known record of that request/change*) and there are other complications with the exemption that WisDOT never acted on.

**COMMON COUNCIL FOR THE
CITY OF WASHBURN, WISCONSIN**

Resolution No. 2024-004

RESOLUTION TO REPEAL RESOLUTION #2022-04 WHICH MODIFIED THE SCENIC BYWAY DESIGNATION WITHIN THE CITY OF WASHBURN, WISCONSIN TO EXCLUDE CERTAIN DOWNTOWN BUSINESS AREAS

WHEREAS, the Lake Superior Scenic Byway is now also a National Scenic Byway; and

WHEREAS, the City of Washburn was able to pass modifications to its off-premise sign ordinance without the need to be exempted from the Scenic Byway program; and

WHEREAS, exemption from the National Scenic Byway program would cause other complications;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Washburn agrees to repeal Resolution #2022-04 and keep the entire length of STH 13 within of the City of Washburn in the Scenic Byway program.

NOW, BE IT FURTHER RESOLVED that this resolution shall be forwarded to the Department of Transportation.

Adopted by the Common Council for the City of Washburn, Wisconsin this eighth day of January 2024.

Mary D. Motiff, Mayor

STATE OF WISCONSIN)
)
COUNTY OF BAYFIELD)

I hereby certify that the foregoing resolution is a true, correct and complete copy of a Resolution #2024-004 duly and regularly adopted by the Common Council for the City of Washburn on the 8th day of January 2024 and that said resolution has not been repealed or amended, and is now in full force and effect.

Scott J. Kluver, City Clerk

**COMMON COUNCIL FOR THE
CITY OF WASHBURN, WISCONSIN**

Resolution No. 2022-004

**RESOLUTION TO MODIFY THE SCENIC BYWAY DESIGNATION WITHIN THE CITY OF
WASHBURN, WISCONSIN TO EXCLUDE CERTAIN DOWNTOWN BUSINESS AREAS**

WHEREAS, the Wisconsin Legislature in section 84.106, Wis. Stats. created a statewide scenic byways program in an effort to identify, promote, and preserve Wisconsin's scenic roads;

WHEREAS, the City of Washburn passed Resolution 012-002 designating as a scenic byway all of State Highway 13, including all businesses and manufacturing zoned districts within the City;

WHEREAS, the City of Washburn received notification of its designation in the Scenic Byway in September of 2012;

WHEREAS, Trans 202.13(1) authorizes a municipality to re-evaluate its participation and the designated route for the scenic byway ten years after receiving official notification of its scenic byway designation;

WHEREAS, the City of Washburn continues to support the designation State Highway 13 as a Wisconsin State Scenic Byway, however, the City desires to now remove certain downtown commercial and industrial areas from such designation.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Washburn agrees to change the designated scenic byway route along Highway 13 within the City of Washburn to remove those portions of property along such route zoned General Commercial, Downtown Commercial, and Light Industrial as included the City of Washburn zoning map, being the area located between Eighth Avenue West and Second Avenue East.

NOW, BE IT FURTHER RESOLVED that this resolution shall be forwarded to the Department of Transportation along with a map indicating the proposed change of the designated scenic byway route.

Adopted by the Common Council for the City of Washburn, Wisconsin this first day of August 2022.

Mary D. Motiff, Mayor

STATE OF WISCONSIN)
)
COUNTY OF BAYFIELD)

I hereby certify that the foregoing resolution is a true, correct and complete copy of a Resolution #2022-004 duly and regularly adopted by the Common Council for the City of Washburn on the 1st day of August 2022 and that said resolution has not been repealed or amended, and is now in full force and effect.

Scott J. Kluver, City Clerk

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CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: ^{SK} Scott J. Kluver, Administrator
Re: Updated Social Media Policy
Date: December 27, 2023

Several months ago, the Council requested that our Electronic and Social Media policy be reviewed. As such, I request that our labor legal firm review the current policy. Two attorneys provided suggested updates to the policy. These were reviewed by the Personnel/Finance Committee who made some minor tweaks and clarifications. A draft of these policies was then provided to the employees for review, and there were some questions that were clarified and answered. The document enclosed is the final product for your consideration for approval. The red language would be stricken, and the blue language added. There are no substantive changes to policy, it is intended to clarify (which can be more confusing). It has also been updated based on court cases and current trends.

The bottom-line message is “be careful” when it comes to this stuff. It is tricky, with lots of nuances balancing freedom of speech and protecting the image of the employer. In the process of reviewing this, we are going to be shifting more towards City-owned smart phones to avoid potential hazards of using personal devices for city business.

Please let me know if you have any questions related to this policy.

- (c) Toll, long-distance, and extra unit calls for personal reasons may be made only at the employee's expense and pursuant to the limitations set forth above.

SEC. 5.5 PERSONAL MAIL

Employees shall not use the address of City municipal buildings or offices for receipt of personal mail and other deliveries, nor shall they use City postage machines or stationery. City employees shall not conduct personal business while on duty.

SEC. 5.6 ELECTRONIC MEDIA & SOCIAL MEDIA

It is the policy of the employer that information, in all its forms, written, spoken, recorded electronically, or printed, will be protected from accidental or intentional unauthorized modification, destruction, or disclosure. All electronic media must be protected from misuse, unauthorized manipulation, and destruction. ~~It is further the policy of the City that employees may not use social media technology to engage in or post communications or material that would violate any City Personnel Manual policy, including, but not limited to, using technology to post communications or materials that are derogatory or offensive with respect to race, religion, gender, sexual orientation, national origin, disability, age, or any other legally protected class status.~~

The City also recognizes that the internet provides unique opportunities to participate in interactive discussions and share information on particular topics using a variety of social media sites, including, but not limited to Facebook, LinkedIn, Twitter, Instagram, TikTok, Threads, Pinterest, Snapchat, Tumblr, blogs, and wikis. However, employees' use of social media can pose risks to the City's confidential information, reputation, and brands, expose the City to discrimination and harassment claims, and jeopardize the City's compliance with state and federal laws. Therefore, it is the policy of the City that, to minimize such risks, avoid loss of productivity, and ensure the City's information technology and communications systems are used appropriately, the City expects its employees to adhere to specific guidelines and rules regarding social media use.

(a) General Guidelines - Electronic Media.

1. All City-provided electronic media systems (including networks servers, devices, etc.) are the City's property. Additionally, all messages and files composed, sent or received on these systems are and remain the property of the City. They are not the private property of any employee. As such, employees shall have no expectation of privacy with regard to any information stored on City-provided electronic media systems. Further, employees are required to comply with production of all such information in response to a public records request, subpoena, or other legal obligation imposed upon the City to produce specific information.
2. The use of City electronic media systems is reserved solely for the conduct of business, during work hours. However, if employees wish to use these systems during breaks, lunch periods, or before and after regular working hours, they may do so but employees

are specifically prohibited from using these services for any illegal, ~~illicit, immoral or offensive~~ purposes. ~~A post is “offensive” if it could reasonably be construed to intentionally harm someone’s reputation, contribute to a hostile work environment on the basis of a protected classification, incite violence or similar inappropriate or unlawful conduct, or disparage members of the public/customers, co-workers/associates or suppliers.~~

3. The electronic media systems may not be used to solicit or proselytize for commercial ventures, religious or political causes, or other non-job-related solicitations.
4. The electronic media systems are not to be used to create any ~~“offensive” or~~ disruptive messages or documents (~~see definition of “offensive”, above~~) or used in a manner that adversely affects an employee’s job performance or is disruptive to the job performance of co-workers.
5. The electronic media systems may not be used to send (upload) or receive (download) copyrighted materials, trade secrets, proprietary financial information, employee/employee family medical information or similar materials without prior authorization. This guideline is not intended to restrict employees from discussing with others their wages or other terms and conditions of employment.
6. The employer reserves and intends to exercise the right to review, audit, intercept, access and disclose all internet activity and any messages or documents created, received or sent over the employer’s electronic media systems for any purpose.
7. The confidentiality of any message cannot be assumed. Even when a message is erased, it is still possible to retrieve and read that message. Further, the use of passwords for security does not guarantee confidentiality. As such, there shall no reasonable expectation of privacy with regard to the use of City electronic media systems. All passwords must be disclosed to management or they are invalid and cannot be used. Failure to comply with this obligation will also result in disciplinary action, up to and including termination.
8. Employees may not modify, delete, or destroy any City document created by any electronic media unless specifically authorized to do so.

(b) General Guidelines - Social Media.

1. Only on Your Own Time. Unless you have received advance permission from your supervisor or unless such activity is directly related to the performance of your job, you may not engage in social media activity on work time and in work areas (you may engage in social media activities during break times and pre/post work time, as long as it does not violate any other City policies or employee obligations and does not interfere with your employment responsibilities or productivity.)
2. Business Use of Social Media. If you are required to use social media as part of your job duties for the City’s marketing, public relations, recruitment, communications, or other

business purposes, note that the City owns all social media accounts used on behalf of the City or otherwise for business purposes, including any and all log-in information, passwords, and content associated with each account, such as followers and contacts. The City owns all such information and content regardless of separation of any employee from employment with the City. If your job duties require you to speak on behalf of the City in a social media environment, you must still seek approval for such communication from your supervisor, who may require you to receive training before you do so and impose certain requirements and restrictions regarding your activities. Likewise, if you are contacted for comment about the City for publication, including in any social media outlet, direct the inquiry to your supervisor and do not respond without written approval.

3. Post as Yourself During Personal Use. Make clear that you are expressing your personal views alone, not those of your employer. For example, consider such language as “the views in this posting reflect my personal views and do not represent the views of my employer.” Write in the first person and use your personal email address when communicating via social media. Understand there is no such thing as anonymous—any anonymous post to social media sites can be traced back to the original sender’s email address, I.P. address, or other identifying information.
- ~~4. Be Respectful and Nice. Do not post communications or material that is disparaging of services, or employees; obscene, profane, vulgar, bullying, threatening, or maliciously false. This guideline is not intended to prevent employees from discussing with others their wages or other terms and conditions of employment.~~
4. Use Good Judgment. Because what you say online is accessible to the public, use good judgment in your communications. Remember that anything you say on social media can reflect on the City, even when you include a disclaimer. Always strive to be accurate in your communications about the City and remember that your statements have the potential to result in liability for you or the City. The City encourages professionalism and honesty in social media and other communications. This guideline is not intended to prevent employees from discussing with others their wages or other terms and conditions of employment.
5. Obey the Law. Do not post or engage with any material that violates the law, such as material that is obscene, profane, defamatory, threatening, harassing, or that violates the privacy rights of someone else. The posting of such material may subject you to criminal and civil liability.
6. Don’t Expect Privacy. Because your social media communications are publicly available, you should not expect that your communications are private in any way. Once you post something online, it is completely out of your control and generally available to anyone in the world. Additionally, do not use the City’s information technology resources and communications systems for any matter that you desire to be kept private or confidential from the City. All contents of the City’s information technology resources and communications systems are the property of the City. Therefore, employees should have no expectation of privacy whatsoever in any social media post, conversation, or message transmitted to, received or printed from, or stored or recorded

on the City's electronic information and communications systems. You are expressly advised that in order to prevent misuse, the City reserves the right to monitor, intercept, and review without further notice, every employee's activities using the City's information technology resources and communications systems, including, but not limited to social media postings and activities, and you consent to such monitoring by your acknowledgment of this Policy and your use of such resources and systems. This might include, without limitation, the monitoring, interception, accessing, recording, disclosing, inspecting, reviewing, retrieving, and printing of transactions, messages, communications, postings, log-ins, recordings, and other uses of the systems, as well as keystroke capturing and other networking monitoring technologies. The City may also store copies of such data or communications for a period of time after they are created and may delete such copies from time to time without notice.

7. Ask for Guidance. If you have any questions about what is appropriate to include in social media communications, ask your department head or member of the City Administration.
8. Comply with Harassment and Other Policies. Employees may not use social media technology to engage in or post communications or material that would violate any other Personnel Manual policy, including, but not limited to, the Workplace Safety, Information Technology and Communications Systems, Confidentiality, Ethics, Discrimination, Harassment and Retaliation policies. In addition, Supervisors should refrain from trying to connect with their direct reports on social media sites (for example, making friend requests on Facebook). This guideline is not intended to prevent employees from discussing with others their wages or other terms and conditions of employment.
9. Respect Confidential Information and Intellectual Property ~~Keep Secrets~~. You must not disclose the City's confidential information through your use of social media. Confidential information "confidential information" which does not include discussions with third parties about your wages, hours and/or conditions of employment. In addition, you should avoid misappropriating or infringing on the intellectual property of other organizations and individuals, which can create liability for yourself and for the City. Respect laws regarding copyrights, trademarks, and other third-party rights. To protect yourself and the City against liability for copyright or trademark infringement, where appropriate, reference sources of particular information you post or upload and cite them accurately.
10. Comply with Terms of Use of All Sites You Visit. Do not expose yourself or the City to legal risk by using a social media site in violation of its terms of use. Review the terms of use of all social media sites you visit and ensure your use complies with them. If you are using social media as part of your job duties, pay particular attention to terms relating to:
 - Prohibitions or restrictions on the use of the social media site, including prohibitions on use for advertising, marketing and promotions, or other commercial purposes (for example, Facebook's Statement of Rights and Responsibilities).
 - Ownership of intellectual property use on, or information collected or generated

through the use of, the site (for example, any of the City's copyrighted material and trademarks that might be posted on the site, or user information the City collects through the site).

- Requirements for licenses or other permissions allowing use by the site owner and other third parties of the City's trademarks or other intellectual property.
- Privacy rights and responsibilities of the site owner and users.

(c) **Reporting Deviations from Policy.** All employees are encouraged to report any discovered or suspected unauthorized or improper usage of electronic media or social media with impact on the workplace. The City prohibits taking negative action against any employee for reporting a possible deviation from this policy or for cooperating in an investigation. Any employee who retaliates against another employee for reporting a possible deviation from this policy and/or for cooperating in an investigation will be subject to disciplinary action, up to and including discharge from employment.

(d) **Policy Violations.** Employees who violate this policy may be subject to discipline, up to and including immediate termination of employment.

SEC. 5.7 ABSENTEEISM AND TARDINESS

(a) **Notice of Absence.** When an employee is unable to report to work at the scheduled time, he shall notify or cause the notification of his immediate supervisor or the City Administrator by telephone or messenger. Sworn police personnel must notify their supervisor a minimum of one (1) hour prior to the scheduled workday. General personnel must notify their immediate supervisor or the City Administrator within the first fifteen (15) minutes before the start of the scheduled workday. When the City Administrator is notified, he shall inform the affected department (s).

(b) **Failure to Provide Proper Notification.** Any employee who fails to provide the foregoing notification shall not be compensated for that day unless the employee can show that circumstances beyond his control affected his ability to provide the proper notification. The City Administrator shall review such circumstances and determine, upon the recommendation of the employee's supervisor, if the circumstances were valid and unavoidable.

(c) **Unacceptable Attendance Record.**

1. Where an employee's attendance record is determined to be questionable or unacceptable, the employee will be so notified and may subject the employee to disciplinary action.
2. Tardiness and poor punctuality shall not be excused except in cases where the employee's supervisor judges the cause to be valid and unavoidable. All employees must be ready to work at the beginning of the shift or their assigned starting time and work up and until the scheduled shift is over.

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COMMON COUNCIL
CITY OF WASHBURN, WISCONSIN

RESOLUTION #24-001
ELECTION - COMBINATION OF WARDS – SINGLE POLLING PLACE

WHEREAS, State Election Law, as outlined in §5.15 Wis. Stats., provides for the combining of voting locations for various wards into a single polling place, and,

WHEREAS, the Common Council recognizes the advantage of simplifying the election process for elections, and,

WHEREAS, the upcoming 2024 Spring Primary, Spring Election, Partisan Primary and General Election in the City of Washburn may be conducted in such fashion,

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Washburn does hereby declare the polling place for the February 20, 2024 Spring Primary, April 2, 2024 Spring Election, August 13, 2024 Partisan Primary and the November 5, 2024 General Election for all wards as the Washburn City Hall.

Adopted by the Common Council for the City of Washburn, Wisconsin this 9th Day of January 8, 2024.

Mary D. Motiff, Mayor

STATE OF WISCONSIN)
COUNTY OF BAYFIELD)

I hereby certify that the foregoing resolution is a true, correct, and complete copy of a resolution duly and regularly passed by the Common Council of the City of Washburn on the 8th day of January 2024, and that said resolution has not been repealed or amended and is now in full force and effect.

Dated this 8th day of January, 2024

Scott J. Kluver-Administrator-Clerk